

## VERIFICATION OF PRE-PROGRAM FIELD EXPERIENCE

California State University, Fresno  
Kremen School of Education and Human Development (KSOEHD)

To be admitted to the Kremen School of Education and Human Development (KSOEHD) Credential programs, you must verify that you have had a supervised field experience in an accredited public school. EHD 50 at CSUF satisfies this requirement, and you are strongly urged to register for this course.

**If you have completed EHD 50, do not complete the attached form.** Attach a copy of your transcript or grade slip to your application packet and return it to ED 100.

There are **three alternatives** to taking EHD 50. All alternatives must document at least **45 hours** of supervised field experience within the past five years.

**Alternative 1: If you have completed an articulated equivalent course, do not complete the attached form.** Attach a copy of your transcript or grade slip to your application packet and return it to ED 100. Be sure to document 45 hours of supervised classroom field experience.  
\*Observation hours completed as a high school student do not satisfy this requirement.

### Articulated Equivalent Courses

Institution	Course
College of the Sequoias	IS 150 <u>or</u> EDUC 050 Introduction to Teaching
Fresno City College	EDUC 30 Introduction to Teaching <b>AND</b> EDA 19 A-D Vocational Work Experience ( <b>Both courses must be completed</b> )
Reedley College/Willow International	EDUC 10 Introduction to Teaching
Merced College	EDUC 10 Supervised Field Experience
Porterville College	ED 30 Introduction To Teaching
San Joaquin Delta College	EDUC 10 Introduction To Teaching
West Hills College	EDUC 1 Introduction To Teaching ( <b>must submit letter from instructor verifying 45 hours of observation</b> )

**Alternative 2: To request consideration of a course not cited on the previous page, you must complete sections 1, 2, 4, and 6 of this form and submit it to ED 100.**

**\*Observation hours completed as a high school student do not satisfy this requirement.**

**The following requirements must be met:**

Attach a copy of your transcript or grade slip and a catalog description or syllabus of the course you are requesting to be equivalent. The course must cover:

- (a) The duties and responsibilities of K-12 public school teachers during the instructional day in a comprehensive school setting,
- (b) The responsibilities of the 21st century teacher in the process of providing educational leadership to diverse students and families and participating in a collaborative model of educational practice,
- (c) The operation of schools during the academic year, and
- (d) Observation hours in a regular public school classroom at the grade level or subject appropriate to the desired credential (minimum 45 hours).
- (e) Observation hours completed as a high school student do not satisfy this requirement.

**Alternative 3: To satisfy the requirement by showing experience in a classroom, you must complete the Verification of Pre-Program Field Experience Form sections 1, 3, 4, 5 (10 assignments), and 6 and submit it to ED 100.**

**\*Observation hours completed as a high school student do not satisfy this requirement.**

**The following requirements must be met:**

- (a) Complete a minimum of 45 supervised hours in a regular K-12 classroom at a California public school with a diverse student population during a regular school day during the regular school year. (Do not include after school, preschool, or adult education.)

*Observation hours completed as a high school student do not satisfy this requirement.*

- A minimum of 30 hours must occur at the grade level or subject appropriate to the desired credential. For Multiple Subject Credential applicants, 30 hours must occur in grades K-6. For Single Subject Credential applicants, 30 hours must occur in their subject area between grades 7 and 12. For Education Specialist Credential applicants, 30 hours must occur in a Special Education classroom.

- Substitute teaching experience may be counted for 30 of the 45 hours required. A printout from the school district verifying the number of hours of substitute teaching and the subject area or grade level will suffice for verification of these hours.
- Charter school hours may be considered only if students attend a full day academic program.

(b) Provide verification of hours (minimum of 45 hours) on school/district letterhead stating dates of experience and subject area or grade level observed. A verification letter must be signed by the principal or school site administrator.

Your verification form and materials will be reviewed by the KSOEHD faculty. Decisions will be made during the semester. You will be notified by email of either approval or reasons for denying approval.

**YOU WILL RECEIVE NO UNITS FOR A WAIVER**

<p>If you have any questions about EHD 50 or its alternatives, please call Dr. Susan Schlievert at (559) 278-0348 or email her at <a href="mailto:susansc@csufresno.edu">susansc@csufresno.edu</a>.</p>
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**VERIFICATION OF PRE-PROGRAM FIELD EXPERIENCE**

California State University, Fresno

Kremen School of Education and Human Development (KSOEHD)

Education Student Services Center, ED 100

**Section 1: Identification Information**

Name \_\_\_\_\_

CSUF I.D. \_\_\_\_\_

Address \_\_\_\_\_

City, Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Credential desired (Multiple Subject, Single Subject including subject area, Special Education, other) \_\_\_\_\_

**Section 2: Course Information**

Name of college/university \_\_\_\_\_

Course Name \_\_\_\_\_

Course Number \_\_\_\_\_ Number of Units \_\_\_\_\_

Experience in a K-12 regular public classroom?  Yes  No

**Section 3: School Site Experience**

School Name	School District	Grade/ Subject	Start Date	End Date	Total Hours

**Minimum 45 hrs**

**Section 4:** Description of Field Experience - Minimum one page.

**Section 5:** Complete the following assignments and submit them with the other required items typed and organized in a binder or folder.

<b>ASSIGNMENTS</b>	
<b>1.</b>	Most Memorable Teacher. Write about a memorable teacher that may have influenced you to consider teaching. What are the qualities and attributes that you admired? (1 page)
<b>2.</b>	Identify five areas of personal strengths that will help you become a good teacher. Describe three to five areas that need attention and/or improvement. (1 page)
<b>3.</b>	People enter the teaching profession for many reasons: honorable work, enjoy working with children, salary and benefits, work schedule, job stability, good working conditions, doing something that makes a difference, etc. Why do you want to teach? (1 page)
<b>4.</b>	Describe the kinds of assessment observed at the school site. How is the information used? (1 page)
<b>5.</b>	Describe the management system in place in the classroom. Was it effective? Did the students know the rules? (1 page)
<b>6.</b>	Observe a teacher's lesson(s). Can you identify the objective of the lesson? Did the students understand the material? Describe. (1 page)
<b>7.</b>	What instructional resources (including technology) does the observed teacher use in the classroom? Explain. (1 page)
<b>8.</b>	Student populations in California are diverse in many ways. Describe the students in the observed classroom, including culturally and linguistically diverse students, students with disabilities, GATE students, and other students with special needs. How does the observed teacher meet the needs of all students? (1 page)
<b>9.</b>	After reflecting on lessons you observed, describe how the California content standards are addressed at your site placement. What was the content of the lessons you observed? What standards were being addressed? (Minimum five examples/standards). (1 page)
<b>10.</b>	Interview a teacher: What is the best part of teaching? What has been your greatest achievement as a teacher? What has been your greatest disappointment as a teacher? What are the greatest challenges for teachers? What are your non-teaching duties and time requirements? In what ways are schools successful? What advice do you have for someone considering a career in teaching?

**Section 6:**

I certify that I have completed at least 45 hours of supervised observation with a minimum of 30 hours in my desired credential area.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_