

Service Work Experience Form A

A minimum of 100 hours of supervised work experience with children or youth in advocacy roles is required for admission to Phase I or PDS of the Teacher Education Program at Emporia State University. These 100 hours must be of supervised work experience with children or youth in advocacy roles. As many as 50 hours of supervised university teaching experience (eg. freshman science labs, etc.) can be accepted in fulfilling this requirement. These hours must be documented. This form is to be completed and utilized by each on-site supervisor as documentation for the work experience. Note: Form A and B should be submitted for Phase I or PDS.

I verify that _____ has completed _____ during
(student's name) (total hours)
_____ at _____,
(date/s) (name of facility/organization)

(street) (city/state/zip) (phone)

He/She participated in the following capacities while at our facilities: (check all that apply)

_____ paid employee _____ unpaid volunteer

_____ supervised children _____
(age/s)

_____ provided individual instruction _____
(ages)

_____ provided small group instruction _____
(ages)

_____ provided large group instruction _____
(ages)

_____ worked with children with physical or mental disabilities _____
(ages)

_____ worked with children of diverse racial or ethnic background _____
(ages)

_____ worked with children of poverty or low socioeconomic status _____
(ages)

_____ other experiences and/or additional descriptions:

This person's ability to work with the population of children and/or youth served at this facility was:

_____ outstanding _____ satisfactory _____ less than satisfactory

Please add additional comments: _____

Supervisor's signature

(date)

Service Work Experience Form B

Name _____ Elem/Sec/Dual _____ (date) _____
(circle)

The documentation sheets (Service Work Experience Forms A and B) should be submitted with Phase I or PDS application for the Teacher Education Program at ESU and must show evidence of a minimum of 100 hours of service work experience. These 100 hours must be of supervised work experience with children or youth in advocacy roles. As many as 50 hours of supervised teaching experience (eg. freshman science labs, etc.) can be accepted in fulfilling this requirement. These hours must be documented. Tally the total number of hours of service work experience for each category. Use the last column to specify at-risk and/or diverse population groups (ex. specific cultural groups, low-income, children with physical or mental disabilities).

| | Unpaid (hours) | Paid Work (hours) | | Diverse/At Risk (specify groups) |
|-------------------------------------|-------------------|----------------------|--|-------------------------------------|
| Educational | | | | |
| Early Childhood birth-2 | | | | |
| Early Childhood age 2-5 | | | | |
| Elementary K-5 | | | | |
| Middle School 6-8 | | | | |
| High School 9-12 | | | | |
| Social | | | | |
| Healthcare Services | | | | |
| City Youth Center | | | | |
| Food Bank | | | | |
| Clothing Bank | | | | |
| Homeless Shelter | | | | |
| Other | | | | |
| Legal | | | | |
| Youth Detention | | | | |
| Youth Court | | | | |
| Other | | | | |
| Outside School Organizations | | | | |
| Youth Organization | | | | |
| Church/Sunday School | | | | |
| Camps | | | | |
| Recreation Commission | | | | |
| Playground Supervisor | | | | |
| Other | | | | |
| Total Hours | | | | |