

EMPORIA STATE UNIVERSITY

Service Work Experience Form

A minimum of 100 hours of supervised work experience with children or youth is required for admission to Phase I or Block 1 of the Teacher Education Program at Emporia State University. For Secondary Education, a minimum of 30 hours of the required 100 hours must be teaching experience for admission to Phase 1. For Elementary Education, a minimum of 30 hours must be in an Elementary Education classroom for Block 1. This form is to be completed by each on-site supervisor as documentation for the work experience.

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

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

The student served in the following capacities while at our facility: (check all that apply)

- _____ supervised children _____
(ages and brief description of duties)
- _____ provided individual instruction _____
(ages and brief description of duties)
- _____ provided small group instruction _____
(ages and brief description of duties)
- _____ provided large group instruction _____
(ages and brief description of duties)
- _____ instructed children with disabilities _____
(ages and brief description of duties)
- _____ instructed children of diverse backgrounds _____
(ages and brief description of duties)
- _____ instructed children of low SES _____
(ages and brief description of duties)

This student's performance was:

_____ outstanding _____ satisfactory _____ unsatisfactory

Supervisor's signature (date)