

Masters of Arts in Education Off-Campus Programs Verification of Experience Form



For students in the MAED for Educational Administration with Preliminary Administrative Services Credential Program only.

Instructions: This form is to be completed by your employing school district and returned to the Graduate Admissions Office at Concordia University.

Please print or type:

This is to certify that _____
Name

served on a full-time basis in _____
District

_____ *City* _____ *State*

from _____ to _____
Month / Year *Month / Year*

as _____ in _____
Position *grade of service*

Area or subject _____

Dates of prior teaching experience: From _____ to _____

School(s): _____

Does the above candidate meet the one year teaching or counseling requirement for admission into the **Preliminary Administrative Services Credential/Master of Arts Education in Educational Administration program?**

(Has he/she completed one year of full-time successful teaching or counseling after filing for a CA Credential and completing a teacher preparation program or pupil personnel services program.)

Yes No

Does the above candidate meet the three year teaching or counseling requirement to file for the **Preliminary Administrative Services Credential?**

(Has completed three years of full-time successful teaching or counseling after having completed a teacher preparation program or Pupil Personnel services program.)

Yes No

District Office Personnel:

Signature: _____ Date: _____

Name (please print): _____

Title: _____

Please mail or fax application to:

Attn: MA. Ed Program, School of Education **By Mail:** Concordia University, 1530 Concordia West, Irvine, CA 92612 **By Fax:** (949) 214-3362

