

Lewis & Clark Graduate School of Education and Counseling
PROFESSIONAL EDUCATIONAL EXPERIENCE
School Counseling Track I Programs

Applicants for admission to the Lewis & Clark College Graduate School of Education and Counseling's **School Counseling Track I** programs must document two academic years of experience as a full-time licensed teacher in a public education setting or a regionally accredited private school in any state or other US jurisdiction (OAR 584-017-0410, #3). *Note: use one form per district.*

PERSONAL INFORMATION (To be completed by the applicant):

Name

(Last)	(First)	(Middle)	(Previous)

Address

(Street or Box No.)	(City)	(State)	(Zip Code)

Social Security Number:	
E-mail Address:	

Phone Number—Home:	
Phone Number—Work:	

EXPERIENCE DOCUMENTATION (To be completed by the Director of Human Resources):

Please supply the following information, sign, and **return the form to the applicant**. This information is essential to the applicant's admission into the Lewis & Clark Graduate School of Education and Counseling.

TEACHING EXPERIENCE

Early Childhood Elementary Middle School High School

Grades Taught	Subject or Special Education Area(s)	No. of Periods in Each Subject	Dates Position Held	
			From	To

If less than 0.5 FTE, convert the above information to the full day equivalent: _____ days.

SUBSTITUTE TEACHING EXPERIENCE

The above-named applicant taught _____ days in this district from _____ to _____ which was during the life of the license.
(Number) (Date) (Date)

I hereby certify that the above-named applicant successfully served full time in the following capacity:
 If 0.5 FTE or more, indicate portion of assignment: _____

Comment: _____

Director-Human Resources: Name	Signature
:	
School District	City and State
	Date

Please return completed form to:
 Lewis & Clark Graduate School of Education and Counseling
 Office of Graduate Admissions
 0615 SW Palatine Hill Road, MSC 87
 Portland, OR 97219