



VERIFICATION OF PREVIOUS EXPERIENCE AS A LICENSED EDUCATOR

SECTION A – To be completed by the LICENSED EDUCATOR

Educator: After completing Section A, please send this form to your former District for verification of previous experience as a licensed educator.

Educator's Full Name:	Social Security Number:
Mailing Address (City, State, Zip Code):	Phone Number:

SECTION B – To be completed by the FORMER DISTRICT/EMPLOYER

Former District/Employer: Please provide verification of this former employee's contracted experience as a licensed educator in your District/Accredited School. Each year of professional service should be listed on a separate line (please use the back of this form, if needed, for additional years). Each year must have required a valid Educator license in order to qualify as one year experience. Experience as a substitute teacher should not be included.

Name of District:		Mailing Address (City, State, Zip Code):				Phone:		Date of Verification:			
School Year	Beginning Date of Employment	Ending Date of Employment	Name of School	Is this a K-12 or Special Education Accredited School?		Position Held	Was an Educator License Required for this Position?		How Many Days were Considered a Full Contract Year?	How Many Days did this Educator Work?	What was the Educator's FTE Percentage? (1.0 = Full-time)
				Yes	No		Yes	No			
				Yes	No		Yes	No			
				Yes	No		Yes	No			
				Yes	No		Yes	No			
				Yes	No		Yes	No			
				Yes	No		Yes	No			
Total Years of Previous Experience as a Licensed Educator in Your District/Accredited School:								Years:		Months:	

CERTIFYING OFFICER: Please provide your name, title, and signature of verification.

Name:	Title:	Signature:
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Upon completion of this form, please return to:	For questions or assistance with this form, please contact:
<ul style="list-style-type: none"> Nicole Humpherys, Human Resource Specialist 101 West Center, Logan, UT 84321 FAX (435) 755-2311 Nicole.humpherys@loganschools.org 	<ul style="list-style-type: none"> Nicole Humpherys, Human Resource Specialist -- (435) 755-2300 ext. 1015 Nicole.humpherys@loganschools.org