

WEST JEFFERSON SCHOOL DISTRICT #253

Official Verification of Certificated Teaching Experience

Please return this form to: West Jefferson School District #253 1256 East 1500 North Terreton, ID 83450 (208) 663-4542

PERSONAL DATA (to be completed by teacher)

NAME: Last First M.I.	SOCIAL SECURITY NUMBER:	INSTRUCTIONS: This form is to determine the placement on the salary Schedule for certificated personnel for employment with West Jefferson School District #253. Please provide the official verification of experience under contract, with valid certification , in your district. Substitute experience is not allowed.
ADDRESS: Street and P.O. Box City State Zip Code		
Name under which service was rendered, if different from above.	SIGNATURE: - authorizes release of information	

TEACHING/ADMINISTRATIVE EXPERIENCE (to be completed by responsible school official)

School Year During Which Service was Rendered		School	Type of School*	Position Held	Days in Full Contract Year	Actual Days Served	Hours Per Day Employed	Full Time	Part Time Percentage
Beginning	Ending								

*TYPE OF SCHOOL: Public, Private, Denominational

Is school accredited? Yes No

Is certification required for positions listed above? Yes No

Total Experience

_____ *Years*

_____ *Months*

I certify that the above information is true and correct according to our official records.	
<i>Name of District verifying former employment</i>	<i>Signature of certifying officer</i>
<i>Mailing address</i>	<i>Title</i>
<i>Phone Number</i>	<i>Date</i>