

VERIFICATION OF ACCREDITED EXPERIENCE

ACCREDITED EXPERIENCE means experience gained, under contract, in a school accredited by the state board or a comparable agency in another state, while the educator holds a license with an endorsement valid for the specific assignment. A year of experience means accredited experience that constitutes one-half time or more in one school year.

A: TO BE COMPLETED BY THE APPLICANT

Last 4 digits of Social Security Number	Birthdate (MM/DD/YYYY)	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
LEGAL NAME: First Name	Middle Name	Last Name
All prior names (Maiden, alias, previous married, etc.)		
Mailing Address		
City	State	Zip
Phone	Alt Phone	Email Address

B: TO BE COMPLETED BY EMPLOYING SYSTEM

SCHOOL DISTRICT OR PRIVATE SCHOOL ADMINISTRATOR:

- Please complete and sign.
- Return the completed, signed hard copy in a sealed official school envelope to the Applicant **OR** email as attachment to experienceform@ksde.org. Coordinate submission with the applicant.

Name of School System		
State Accredited School and/or District?	<input type="checkbox"/> YES <input type="checkbox"/> NO	(if not state accredited, please attach verification of accreditation status)
Name of School/District Administrator	Title/Position	Phone
Mailing Address		
City	State	Zip

I verify the above applicant was employed in our school system as listed below and the applicant's employment qualified as accredited experience:

BEGINNING DATE OF QUALIFYING EMPLOYMENT (MM/DD/YYYY)	ENDING DATE OF QUALIFYING EMPLOYMENT (MM/DD/YYYY)	QUALIFYING ASSIGNMENT: List specific assignments below (Examples: Elementary Education K-6, Science 5-8, Principal PreK-12, School Counselor PreK-12, Reading Specialist PreK-12 etc.)	GRADE LEVEL	EMPLOYMENT IS:
				<input type="checkbox"/> full time under contract <input type="checkbox"/> at least 0.5 FTE but less than full-time <input type="checkbox"/> less than half-time
				<input type="checkbox"/> full time under contract <input type="checkbox"/> at least 0.5 FTE but less than full-time <input type="checkbox"/> less than half-time
				<input type="checkbox"/> full time under contract <input type="checkbox"/> at least 0.5 FTE but less than full-time <input type="checkbox"/> less than half-time

Signature of District Representative

Date

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 SW Jackson, Suite 102, Topeka, KS 66612, (785) 296-3204



Teacher Licensure and Accreditation - Kansas State Department of Education
 Landon State Office Building, 900 SW Jackson Street, Suite 106
 Topeka, KS 66612-1212

(785) 296-2288
 (785) 296-7933 - fax