



Contra Costa County Office of Education's Administrative Leadership Program
Verification of Experience
for Preliminary Administrative Services Credential

Experience is a requirement for your credential. Please have your experience verified by your current and/or previous employer using this form. You need a separate form completed for each employer. You need to verify at least four years of experience that is appropriate for your teaching/services credential. If you have served more than one term of employment, or in more than one position for a single employer, indicate each term and position on a separate line.

This is to certify that: _____
Full Name of Applicant

Has served from: _____ to _____
Start Month/Year End Month/Year (or) Current

In the Position of: _____ In Grade/Level: _____

Full-time Part-time (specify) _____ hours/day _____ days/week

Has served from: _____ to _____
Start Month/Year End Month/Year (or) Current

In the Position of: _____ In Grade/Level: _____

Full-time Part-time (specify) _____ hours/day _____ days/week

School/Agency: _____

Address: _____ Telephone Number: _____

Verified By: _____
Signature of Employer or Designee

Print Name: _____ Title: _____ Date: _____