

Adjunct Teaching Certificate VERIFICATION OF WORK EXPERIENCE

DIVISION OF EDUCATOR EFFECTIVENESS
OFFICE OF EDUCATOR SERVICES
8301 PARKLANE ROAD
COLUMBIA, SOUTH CAROLINA 29223

Applicants for an Adjunct Teaching Certificate must submit verification of five years of occupational experience within the past ten years in, or related to, the content field of the certificate for which the individual is applying. Please use this form to verify this experience. Please attach a resume.

PLEASE PRINT

Name (Last, First, Middle, Maiden)				
Address		City	State	Zip Code
Social Security Number		Area Seeking Adjunct Teaching Certificate		

The State Department of Education reserves the right to contact previous employers to verify your work experience. This form will not be accepted if it does not include the name of a contact and phone number for each employer.

PLEASE PRINT

Name of Company	DATES OF EMPLOYMENT				Total Months Employed	Average Hours per Week	Employer Contact	Phone
	From:		To:					
	Month	Year	Month	Year				
Position One								
Experience related to certification								
Position Two								
Experience related to certification								
Position Three								
Experience related to certification								
Position Four								
Experience related to certification								
Position Five								
Experience related to certification								

I certify that the information shared above is correct and I understand that my eligibility for an Adjunct Teaching Certificate could be revoked if I have provided false information.

Applicant Signature	Date
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