

SOUTH COLONIE CENTRAL SCHOOL DISTRICT

102 LORALEE DRIVE

Albany, New York 12205 | (518) 869-3576

APPLICATION FOR PROFESSIONAL FIELD EXPERIENCE/ VOLUNTEER

Directions: Please complete the form below in order to secure a placement in the South Colonie C.S.D.

Select One: Student Teacher Student Observer Volunteer

*Student Teaching requires fingerprint clearance **Student Observer/Volunteer requires background check

Social Security Number (provide for TEACH verification of fingerprint clearance only): _____

Driver's License State/Number: _____

Semester (Fall/Spring/Summer) _____ **School Year** _____

Hours/Days Required: _____

Subject Area (Teachers): _____ **Requested Grade Level Placement:** _____

Student Teacher/Observer/Volunteer's Name _____
(Please Print) Last First

Address _____
Street City State Zip

Phone _____ **E-mail** _____

Date _____

Name of College/University (attach any paperwork from the school) _____

College/University Address _____

Name of College/University Supervisor _____ **Phone Number** _____

Signature _____ **Date** _____
Student Teacher/Observer/Volunteer

SECTION BELOW TO BE COMPLETED BY BUILDING PRINCIPAL/SUPERVISOR/ASSOCIATE PRINCIPAL (Grades PK-12)

Placement _____
School Grade/Subject or Department (Admin Interns)

Placement is: **Recommended** **Not Recommended**

Cooperating Staff Member(s) _____

GRADES 9-12 (One signature): Signature--Principal or Assistant Principal _____

GRADES PK-8 (One Signatures): Signature—Principal/Supervisor _____

NOTE TO ADMINISTRATORS: After this form is reviewed and approved at the building level, please forward the completed form and all corresponding paperwork from the college or university to District Office to the attention of David Perry, Human Resources Director, for final approval. **Fingerprint Clearance Completed**

Director of Human Resources

Date Approved