

APPLICATION FOR FIELD EXPERIENCE

This application should be completed by all post-secondary students seeking to fulfill observation, practicum or student teaching field experience for an accredited teacher education (or related field) program.

Last Name	First	Middle	Cellular Phone
Address			Alternate Phone
City, State, Zip		Email Address	

Grade level(s) at which you wish to complete field experience:

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Early Childhood (PreK-3) | <input type="checkbox"/> High School |
| <input type="checkbox"/> Elementary | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Middle School | |

Content area(s) in which you wish to complete field experience:

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Elementary | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Special Education | <input type="checkbox"/> Other _____ |

Educational Preparation Program:

Name of College/University (including campus)	Program (i.e. Elementary Education, Secondary Education)
Name of Instructor/ Advisor/Supervisor for Field Experience	Instructor/ Advisor/Supervisor Phone
Instructor/ Advisor/Supervisor Email	Anticipated Program Completion Date (Month/Year)

Field Experience Requested:

You may request up to four semesters of field experience on one application. In the event of a change in college/university, submission of a new application is required. Please circle semester, enter year and include details for field experience such as number of total number of hours, grade level/subject area, etc required.

Fall or Spring of 202__	Fall or Spring of 202__
Fall or Spring of 202__	Fall or Spring of 202__

Work Experience, References and Emergency Contact:

Current or Previous Employer	Position	Dates of Employment
Address		Phone
Duties		Supervisor Name

List three professional references. If possible, include references who can attest to your skills and/or ability to work with students. **DO NOT INCLUDE PERSONAL FRIENDS or RELATIVES.**

Name	Email	Phone	Relationship

Emergency Contact	Phone	Relationship

CONVICTION DISCLOSURE

Because of the responsibility that Santa Cruz Valley Unified School District has to its school children and community, the following information is needed from all field experience applicants regarding convictions. A record of conviction* does not necessarily disqualify applicant from consideration; however, failure to complete this form accurately and completely may mean disqualification from consideration for field experience and may result in prosecution for filing false information with a public agency. Applicants must report any convictions that occur subsequent to the time they initially completed this form. Questions regarding this information should be directed to the Superintendent's Office. In conjunction with this, you will be required to provide proof of a valid DPS Fingerprint Clearance Card. Please read carefully and answer every question. Please print clearly.

Other name(s) used _____ Dates of usage _____

1. Have you ever been convicted of, admitted to committing, plea-bargained or are you awaiting trial for any crime (excluding only minor traffic violations not involving any allegation of drug or alcohol impairment)? A DUI conviction is not considered a minor traffic offense. **You must answer yes if the matter was later dismissed, vacated or expunged.** Yes No

*CONVICTION- means the final judgment on a verdict or a finding of guilty, a plea of guilty, or a plea of nolo contendere, in any state or federal court of competent jurisdiction in a criminal case, regardless of whether an appeal is pending or could be taken. Conviction does not include a final judgment, which has been expunged by pardon, reversed, set aside or otherwise rendered invalid.

2. Is there any other information not required by this application that you should disclose to the District so it may accurately evaluate your fitness in a position of public trust with minor students? Yes No

(If you are uncertain as to the relevance or necessity to disclose a matter, trait, etc. disclose and the District will determine whether the information is pertinent. If your answer is yes, fully explain. Use a separate sheet of paper if necessary).

Applicants should submit their completed application and supporting documents to the Human Resources Department by mail (1374 W. Frontage Road, Rio Rico, AZ 85648) or email (HR@scv35.org). Students and/or school representatives may not contact teachers or principals directly. Any questions may be directed to the Human Resources Department at (520) 375-8267.

In addition to this completed application, please submit the following:

- A copy of your DPS Fingerprint Clearance Card
- A copy of your government or college/university issued ID
- A copy of your high school transcripts
- Unofficial transcripts for all college/university coursework completed or in progress

Agreement for Field Experience

I understand and agree that my participation in field experience is not being performed as part of any employment with Santa Cruz Valley Unified School District No. 35 and that my participation is not in any way required by Santa Cruz Valley Unified School District No. 35 or its Governing Board. I have not been promised and do not expect to receive any payment, benefits or other compensation for my time and service. If employed by the School District in another capacity, my field experience does not involve the same or similar services that I perform as an employee, and are not closely related to my duties and responsibilities as an employee.

I understand that before final consideration to complete field experience, I must submit a completed application with supporting documents requested and be approved by the Governing Board. Any falsification or omission herein shall be considered sufficient cause for termination.

I understand that participation in field experience may be terminated by Santa Cruz Valley Unified School District No. 35 at any time without cause and that I may withdraw from participation at any time and for any reason. Neither participation nor withdrawal from participation will affect any current or future employment I may have with Santa Cruz Valley Unified School District No. 35.

I hereby authorize each person, school district, college/university, firm and/or corporation listed on my application to answer any questions and give any information that may be sought concerning this application, my work habits, character, abilities or skills. Furthermore, I agree to comply with Governing Board policies, District regulations and procedures and/or the directives of my supervisor(s). The District and its agents, students, employees and volunteers, individually or jointly, are not liable for any injury, damage or liability that may occur to me unless the District or its agencies, students, employees or volunteers are grossly negligent, and then only to the extent of the gross negligence.

I understand it is the policy of the District not to discriminate on the basis of race, color, religion, gender (including gender preference/identity), age, national origin, disability, veteran's status, political affiliation or genetic information in its educational programs, activities or employment policies as required by federal law. The District abides by federal laws regarding people with disabilities. If you have a special need, reasonable accommodations will be made in accordance with the American Disabilities Act of 1990. Inquiries regarding compliance with any of the above may be directed to the District's Human Resources Department or to the Office for Civil Rights, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Blvd., Suite 310, Denver, CO 80204-3582.

APPLICANT SIGNATURE

DATE

Published 12/3/2019

For HR Use Only:

FP card submitted

Picture ID

HS Transcripts

College/University Transcripts

Governing Board approval: _____

Governing Board approval: _____ Comments:

Field Experience Assignment(s)

Fall or Spring 202 ____

Fall or Spring 202 ____

Fall or Spring 202 ____

Fall or Spring 202 ____