

Name _____

Date _____

Form TL4

Twenty Hour Form Verifying Experience Working with Children/Youth (20 hours minimum) Educator Preparation Program – Colorado State University

- Use this form to document your 20-hours of work with youth . All information requested must be supplied for form to be complete.

Dates of Experience (m/d/y to m/d/y)	School / Agency	Supervisor's Name & Phone Number	Your Responsibility	Ages of Youth	Average Hours per Week	Number of Months	Total Hours for this Experience

Signature of Individual Supervising Each Experience Listed Above (If there are four unique experiences listed, there should be four separate signatures below.)

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

CANDIDATE'S SIGNATURE: I hereby certify that to the best of my knowledge the information furnished on this field experience form is true and complete without omission or misrepresentation of facts. I understand that if found to be otherwise, it is sufficient cause for rejection or dismissal.

Signature _____ Date _____

More information follows on the back of this page →

**Field Experience Documentation - 20 Hour Admission Requirement
Educator Preparation Program**

The documentation of field experiences must be submitted as part of the admission requirements for the Educator Preparation Program. The following are Colorado State University guidelines for documentation of the field experience required for admission:

- 1. A minimum of 20 contact hours with children (ages 5-18 for K-12 and Secondary; ages 0-8 for Early Childhood Education).**
- 2. The experience must have occurred in a structured situation, must include some aspect of instruction and/or supervision, and must be completed under the direction of a supervisor. (Babysitting experiences or supervised college teaching experiences do not meet this requirement.)**
- 3. The experience must have occurred within the last 5 years.**
- 4. Both the candidate and supervisor (or appropriate official) must sign the documentation form to verify the experience. If a physical signature cannot be obtained from a supervisor, a letter confirming the experience will suffice in the place of a signature. This letter will be submitted in addition to the completed TL4 document.**

Please NEATLY complete all parts of the documentation form (in ink or type) and have the supervisor (or a responsible person in the organization) verify successful completion of the experience.

Return the form to:

The Center for Educator Preparation
School of Education
111 Education Building
Colorado State University
Fort Collins, CO 80523-1588

Phone: 970-491-5292