



Five years of experience is a requirement for your Administrative credential, please have the experience verified by your current and/or previous employer's Human Resources using this form. If you have served in more than one type of position for single employer, have a separate form completed for each position that you held.

The following must be completed by the current and/or previous employer's Human Resources. HR must email this form to credentials@csuchico.edu.

This is to certify that: _____
Name of Applicant _____
Student ID

Has served from: _____ to _____
(month/year) *(month/year)*

In the position of: (check one)

_____ Teacher, grade level/subject _____

_____ Pupil Personnel _____ Health _____ Administrator _____ Services Librarianship

_____ Clinical or Rehabilitative Services, list the type of credential _____

_____ Other (specify): _____

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

Day-to-day substitute does not meet the 5 years of experience.

School/Agency: _____

Telephone Number: _____

Verified by: _____
(Signature)

Print Name: _____

Title: _____

Email: _____

Date: _____