

Human Resources
 1290 Ridder Park Drive, San Jose, CA 95131-2304
 Phone 408.453.6820 • Fax 408.453.6811

Verification of Certificated Experience

I certify that _____ has been employed with
 our school district/agency from _____ through _____

Breaks in employment/unpaid leaves (where applicable) were _____

The numbers of days below do NOT include substitute employment.

School Year Example 1991/1992	Days of Fall Contract 180	Actual Paid Days 153	Job Title/Program Teacher/Special Ed

Certificated staff must be credentialed: ☐ Yes ☐ No

Our district/agency is: ☐ Public ☐ Private

Private Only: License as follows: _____

Curriculum Required: ☐ Yes ☐ No

Ages of Student _____ Average Number of Students in Classroom _____

Signature of School District/Agency Official

School District/Agency

Title

Phone Number

Street Address

Date

City/State/Zip