

Last 4 SSN

STATEMENT OF TEACHING EXPERIENCE

INSTRUCTIONS: This form should be sent by the applicant to the designated personnel official who will complete and return it to Mobile County Public Schools Division of Human Resources at the above address or email address. Experience credit cannot be granted until this form has been <u>completed and notarized or stamped with the school system's seal and received in the Division of Human Resources</u>. **Experience approval will be contingent on verification requirements set forth by MCPSS.** By signing below, you are authorizing your former employer to furnish the information requested on this form to the Board of School Commissioners of Mobile County.

TO BE COMPLETED BY APPLICANT:

(Full Legal Name)

Name of Applicant_	
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Signature_

Date

TO BE COMPLETED BY CURRENT AND/OR PREVIOUS EMPLOYER:

Name of School System_____

Address_____

_____ City, State & Zip_____

Contact Person_____Telephone____Email____

Please complete all boxes for the information requested below. Use a separate line for each school year.

	<u>f Service</u> Day/Year	# of Contract Days in the SY	# of Actual Days Worked in SY	Certified Position Title		loyed -Time
From	То				Yes	No

Credit shall be given only for **public school teaching** experience in-field for which full pay was received and for which a **valid professional teaching certificate was held by the applicant**. **ALSDE does not recognize private school experience**.

1. Did applicant attain tenure?	Is applicant currently under contract?
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2. Is this a public school? _____Private/parochial school? _____Public college/university? _____

I certify that all information pertaining to the above is true and correct to the best of my knowledge and belief.

Signature of Superintendent/Authorized Officia		Date	-
Sworn to and subscribed before me this	dav of	20	

To be used for additional years of service:

<u>Dates of Service</u> Month/Day/Year		# of Contract Days in the SY	# of Actual Days Worked in SY	Certified Position Title	ertified Position Title Employed Full-Time	
From	То				Yes	No

Experience Credit is given as follows:

- 1. The teacher shall be responsible for furnishing proof to establish experience credit. Forms shall be furnished by the Division of Human Resources.
- 2. Credit shall be given for public school teaching experience in-field for which full pay was received and for which a valid professional teaching certificate was held by the applicant.
- 3. Credit shall not be given for less than a full semester's teaching. Fractional parts of a semester shall not be added to give a semester's credit.
- 4. Experience credit shall be given for verified part-time public school in-field for which the previous public school paid a part-time salary based on a teacher salary matrix and for which a valid professional teaching certificate was held by the applicant. Experience credit will be given in proportion to the percent of the time the applicant worked when compared to a full-time employee, as verified by his/her employer.
- 5. Credit shall be given for full-time teaching in a public college/university provided the applicant was eligible for a professional certificate in the state where the school is located.