

Verification of Educator Experience for Test Exemption

This form will not be returned or forwarded

Educator Information -To be completed by the educator Enter your information as it appears in your TEA educator account (ECOS).

Last Name	First Name	Initial	
Address	City	State	Zip code

Experience Information -To be completed by Human Resources staff from the employing school district (do not include service for future dates)

Name and location of school	
State	Country

Indicate type of school, please select option 1 or 2, not both

1. Is this a public or private school?	<input type="radio"/> Public <input type="radio"/> Private
2. If the school is operated under the British system please indicate government or public school.	<input type="radio"/> Government <input type="radio"/> Public

Classroom Teaching Experience

I confirm that the educator has **completed** at least 1 year (180 days) of full-time wage-earning classroom teaching experience or 2 years of experience of at least 50% of the day.

Year service began Year service ended

If service is for less than 1 year, please indicate the completed number of days, below.

Administrative Experience: Assistant Principal, Principal, or Superintendent experience only (do not include assistant superintendent experience)

I confirm that the educator has **completed** at least 2 years (180 days per year) of full-time wage-earning experience, or 4 years of experience of at least 50% of the day in the field or fields indicated below.

<input type="checkbox"/> Assistant Principal or Principal experience	Year service began Year service ended	<input type="checkbox"/> Superintendent experience (do not include assistant superintendent experience)	Year service began Year service ended
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If service is for less than 2 years, please indicate the completed number of total days for each year, below.

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Student Services Experience: School Counselor, School Librarian, Educational Diagnostician, Reading Specialist

I confirm that the educator has **completed** at least 2 years (180 days per year) of full-time wage-earning experience, or 4 years of experience of at least 50% of the day in the field or fields indicated below.

<input type="checkbox"/> School Counselor experience	Year service began	Year service ended	<input type="checkbox"/> School Librarian experience	Year service began	Year service ended
<input type="checkbox"/> Educational Diagnostician experience	Year service began	Year service ended	<input type="checkbox"/> Reading Specialist experience	Year service began	Year service ended

If service is for less than 2 years, please indicate the completed number of total days for each year, below.

Authorized Signature

Print title and name of authorized Human Resources official (required)

Signature of authorized Human Resources official (required)

Stamp/Seal

The organization's official stamp must be included on the form if service from outside of the United States is reported. For public schools, the country's Department of Education is the organization official stamp.

Please do not return this form to the educator. TEA will not accept forms directly from the educator.

This form may be mailed or emailed using the button below. Please mail to: **Texas Education Agency**
 (If verification is from another country, this form will only be accepted by mail.) **1701 North Congress Ave**
WBT 5-100
Austin, TX 78701