

**Lewis & Clark Graduate School of Education and Counseling  
PROFESSIONAL EDUCATIONAL EXPERIENCE**

**Principal License Program**

Applicants for admission to Lewis & Clark Graduate School of Education and Counseling's **Principal License** program must document 3-full years of qualifying licensed experience in 1.0 FTE assignments or 6-full years of qualifying experience in a .50 FTE or more assignment. (The years of licensed school experience do not have to be earned consecutively.) See TSPC OAR 584-235-0020 #5-7 for details on licensed and qualifying experience definitions. **Use one form per district.**

**1) PERSONAL INFORMATION (To be completed by the applicant)**

<b>Name</b>				
	Last	First	Middle	Previous
<b>Address</b>				
	Street or Box No.	City	State	Zip Code

SSN (Last 4 Digits) or Lewis & Clark ID#:	Preferred Phone Number:
E-mail Address:	OR TSPC Account ID:

**2) EXPERIENCE DOCUMENTATION (To be completed by the Director of Human Resources)**

Please supply the following information, sign, and return the form to the applicant or to our office address listed below. This information is essential to the applicant's admission application.

**SCHOOL EXPERIENCE**

Position Held:       Teacher       Personnel Services       Other \_\_\_\_\_

Grade Level	Dates Position Held:		FTE (1.0 or less)	Teachers: List Subject or Special Education Area(s) or NCES Codes. Personnel Services positions: List job title.
	From	To		

**SUBSTITUTE TEACHING EXPERIENCE**

Please verify the total number of FTE school days taught for each school year. For example, "47.5 FTE days for School Year: 2022-'23."

Total Number of FTE Days Per Year	School Year	School Year	School Year
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Director-Human Resources: Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

School District \_\_\_\_\_ City and State \_\_\_\_\_