



BLACK HILLS
STATE UNIVERSITY

Request for Experiential Substitution Form for ECE 328 Lab: Pre-Admission Practicum

(If approved. Contact the practicum instructor for required coursework)

Name _____ Date _____

I am formally requesting that my previous experience be counted as meeting ECE 328 field hours.

I had the opportunity to **observe and assist** an early childhood teach in a classroom.

Candidate: Please provide verification of successful work experience by having the **school principal, or other supervisor** complete the following information.

Principal/Supervisor: The candidate named above is requesting that her/his **previous work experience in your school** be substituted for the ECE 328 practicum field hours.

Please complete the information below.

Name of School _____

Position Held by Candidate _____

Job Responsibilities _____

Amount of Time in Position _____ Grade Level(s)/Content Area(s) _____

Please verify whether or not that the candidate has met all of the outcomes noted above, check the appropriate statement below, and return the form directly to the Director of Field Experiences:

_____ Based on the outcomes noted above, I verify that the information stated above is accurate and I recommend that the candidate's experience substitute in ECE 328.

_____ Based on the outcomes noted above, I cannot recommend that the candidate's experience substitute in ECE 328.

Signature of Principal _____ Date _____

Email of Principal _____

Director of Field Experiences Only. _____ Request Approved _____ Request Denied

Signature of Director of Field Experiences _____ Date _____

Return to Jami Kesling, Office of Field Experiences/Certifications Officer at Jami.Kesling@bhsu.edu

BHSU School of Education – Field Experiences Office; 1200 University Unit 9038, Spearfish, SD 57799