



EMPLOYMENT VERIFICATION FORM

The Florida Department of Education (FDOE) requests state-approved educator preparation programs to collect and verify employment information about our program completers for continued program approval and continuous program improvement purposes.

PUBLIC & CHARTER SCHOOL EMPLOYEES OR PRE-SERVICE TEACHERS: Skip Part C.

PRIVATE SCHOOL EMPLOYEES: Your school administrator must complete Part C.

EPI completers will upload the completed employment verification form with the EPI Completion Application in Atlas.

Note: The information in this verification form will be kept on file with the Educator Preparation Institute office at Valencia College and reported to the Florida Department of Education.

Thank you for your assistance in supporting our continued program approval and improvement processes.

VERIFICATION OF TEACHING EMPLOYMENT

Employment Verification for:

Name: _____ Date of Birth: _____

Permanent Address: _____

City, State and Zip Code: _____

Telephone: _____ Email address: _____

Part A. School District/School Information

School/District: _____

Address: _____

City, State and Zip Code: _____

Telephone Number: _____ Fax Number: _____

Part B. Teacher Employment Information

_____ has been employed by the school district as a

(Name of Teacher)

_____ teacher at

(grade and subject area)

(School Name)

from _____ for _____ academic years.

(Day/Month/Year of hire)

(years)

Certification Number: _____ Expiration Date: _____

Area(s) of Certification: _____

Part C. Certification by School/District Official

I certify that the information contained in this document is correct.

Signature of School/District Official _____

Date _____

Printed Name of School/District Official _____

Title _____

Email: _____