

CALTEACH PLACEMENT HOURS VERIFICATION

Notes for UCSB Pre-Professionals:

1. Bring this form to your K-12 mentor teacher on your first classroom visit. Have them read over the form, and tell them at the end of the quarter they will need to give you the signed form to verify your placement hours. Ask them if they would like the paper left in their classroom so that they can log your hours, or if they would like you to log your hours and bring it back at the end of the quarter.
2. Your field placement experience will not be considered complete until you turn in this form and fill out the CalTeach website: calteach.ucop.edu
3. Keep a copy of this form for your records. You will re-submit it to verify pre-professional hours when applying for Teacher Education Programs.

UCSB Student Name & Email: _____

ED Course: _____ Instructor: _____ Year: _____ ☐ Fall ☐ Winter ☐ Spring

K-12 Mentor Teacher Name & Email: _____

School & Content and/or Grade Level: _____

For each week, write Monday's date in the "week of" box. Then write the number of hours volunteered for each day; if no hours were completed on a given day, leave that box blank.

Week of	M	T	W	Th	F
<i>example: 9/4</i>		1		1.5	

Notes for Mentor Teachers

Pre-Professionals are UCSB undergraduates that are exploring the field of teaching as a possible career.

Possible things that Pre-Professionals can do (these options are up to your discretion):

- Observe
- Work with small groups of students
- Walk around and help where needed
- Teach small portions of a lesson (if both of you feel comfortable and prepared)

Things Pre-Professionals should not be doing:

- Making copies or other tasks that keep them out of the classroom

If you have any problems with your Pre-Professional or have any questions, contact the course instructor listed above.

TOTAL HOURS: _____ **Mentor Teacher's Signature:** _____