



Division of Education
Office of Certification and Field Experience

This form does not replace registration. You must still register for the course!

Date: _____ Please check all that apply: Elementary Middle School Secondary
 Special Ed. P-3 LDTC Reading Specialist
 Semester: Year _____
 Undergraduate Cont. Ed Postbac Graduate
 (Please check one): Fall, Due Feb. 15th Spring, Due Sept. 15th Liberal Arts Major: _____

TYPE/PRINT ALL INFORMATION FILL IN COMPLETELY RETURN TO EDUCATION DIVISION

Anticipated Certification Testing Area: _____
 Name: _____
 Street Address: _____
 Email Address: @ Caldwell.edu _____
 City/Town: _____ State: _____ Zip Code: _____
 Phone: _____ Dorm Phone: _____ Cell Phone: _____

PREVIOUS FIELD PLACEMENT ASSIGNMENTS

Semester	Course/Title	School/Location	Grade	Hours Completed
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Request for Field Placement

List two schools of choice in which you would prefer to be placed in the following counties ONLY
 Bergen, Essex, Middlesex, Morris or Union*

District: _____	District: _____
School Name: _____	School Name: _____
Address: _____	Address: _____
Telephone: _____	Telephone: _____

**Request for Field Placement
Grade Level Preference:**

1 st OPTION	2 nd OPTION
_____	_____
_____	_____
_____	_____

- Do you have a car? Yes No
- If no, what transportation would you use to reach a school site? _____
- List any members of your immediate family who are currently employed in either school district on back of this form.
- I am currently under contract with the following school district: _____
- *Forms submitted after due dates must be accompanied with a late fee

NOTE: The College review of approved site for field placement restricts the confirmation of student placement until the public/private school has been visited. No student is to assume that placement will take place unless this request is in keeping with the planned program of the College practicum.

** We will try to meet your request, but it is not possible at all times. Sites can be up to a 30 mile radius from the college.*

 Student's Signature Date Director's Signature Date

Late registration approval —ALL FORMS PAST DUE NEED DIRECTOR'S APPROVAL