

Request to waive CHDV 495 fieldwork 120 teaching hours

Students who have a **minimum of two years** of full time experience as a master/lead teacher within the past five years in a licensed developmentally based early education program may be qualified to waive 120 hours of direct involvement with children (teaching component) for CHDV 495 Directed Field Experience. The student will **instead** submit a portfolio with materials specified below. In such case, the student must **still** complete 2 units of the administrative internship.

Name: _____ CIN: _____

Address: _____

Telephone: _____ E-mail: _____

QT/YR intended for 2 administration units: _____ Fieldwork site: _____

Student's signature: _____

By signing this form, the student is aware that he/she must complete 2 units of administration (60 hours/quarter) for CHDV 495.

Required materials for review-

1. A details professional portfolio documenting your past work. For complete details of your professional portfolio, please visit our department webpage- http://www.calstatela.edu/academic/hhs/cfs/DFE_permit_pro.php
2. CHDV 495 application form for 2 administration units with your immunization record and unofficial transcript
3. Completion of 2-page short essay questions (please contact Dr. Lo for the essay question).

Please bring this completed form, along with the requested portfolio to your interview with Dr. Yafen Lo (please write to ylo2@calstatela.edu for an appointment). The supplied information will be reviewed by Dr. Lo (the department coordinator of field experience). In some instances, Dr. Lo may require a personal interview. Students will be informed by Dr. Lo or the Department Office if they qualify for the 4 unit substitution.

-----For Office Use Only-----

Approved, the course to substitute 4 units of CHDV 495 is _____

Not Approved. Reason: _____

Signature _____ Date _____