

Field Attendance Verification Documentation

Teacher Candidate _____	Course: 2310 3300 3350 3351 3352 3380 4340 4380 4630 4620 4630 4650
Instructor: _____	Semester _____
Mentor _____	Campus/district _____
Absent #days _____	Tardy or left early #days _____
Mentor's signature _____ Date _____	

This form is designed to verify the teacher candidates' attendance in the field experience. As of 12/2016 TEA requires teacher candidates to document their interactions with the students in the field. Teacher candidates should write a brief statement about their interaction with the students. There is a drop down menu to document the interaction when transferring to Tk20. **Method courses** will transfer the form to the course binder. **Clinical teachers** will transfer the form to the field binder. **Keep the original for your records.** The original form will be scanned and attached to the same binder. It is the teacher candidates' responsibility to complete the form and obtain the mentor teachers' daily signature.

Clinical Teachers – List all days in consecutive order even if you did not attend campus. Identify interaction with the students for those days you are in attendance and identify teacher workdays/in-service days, holidays, and seminar days. Holidays and seminar days cannot be included in counting 65 days

Visit #	Date	Arrival time	Departure time	Total time	Mentor signature	Interaction with the students

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If more pages are needed, please copy page 2 as many times as needed.