



NAZARETH COLLEGE
School of Education
Office of Clinical Experience and Partnerships

UNDERGRADUATE PRACTICUM:
Attendance Verification Form

As part of your Undergraduate Practicum, you are required to complete all required days of your practicum experience. Candidates are allowed one excused absence. Please communicate all absences with your school-based-teacher educator and CBTE in advance. You must communicate any absences beyond the one excused to your CBTE and Nazareth Program Director. Please note: more than one absence may result in an unsuccessful placement.

Teacher Candidate's Directions:

- Mark an "X" next to the statement that best describes your attendance during Undergraduate Practicum
- If you were absent, record the date(s) and the reason why you were absent.
- Have your School-Based Teacher Educator sign your record sheet to verify your attendance.
- Submit your record sheet to your College-Based Teacher Educator.

College-Based Teacher Educator's Directions:

- Sign the teacher candidate's "Attendance Verification Form."
- Submit the "Attendance Verification Form" with the Undergraduate Practicum Observation Form at the end of the placement.

Semester/Year _____

Teacher Candidate's Name: _____

College-Based Teacher Educator's Name _____

School-Based Teacher Educator's Name _____

Placement School District: _____

Placement School: _____

_____ I attended every day of my Undergraduate Practicum.

_____ I missed one day of my Undergraduate Practicum. (Date Absent: _____)

_____ I missed two or more days of my Undergraduate Practicum.
(Dates: _____)

If you missed two or more days, write the total number of days missed and the reason(s) for each missed day of Undergraduate Practicum. *(Use an additional page if necessary.)*

Total Number of Missed Day: _____ Reason(s) for Absence(s) _____

Signature of Teacher Candidate

Date

Signature of School-Based Teacher Educator

Date

Signature of College-Based Teacher Educator

Date