



Columbus State University  
College of Education and Health Professions  
Student Teaching Program

## ***Request to Work***

It is the policy of the College of Education and Health Professions to discourage employment while student teaching. However, the university realizes that it may be necessary for some students to continue outside employment during student teaching. Requests for outside work must be presented to the Coordinator of student Teaching. Each case is reviewed individually and allowances are made providing that the student teacher's performance in the classroom is not compromised (Student Teaching Handbook, pg.7).

### PERSONAL INFORMATION

{Please Print}

Name: \_\_\_\_\_

CSU ID#: \_\_\_\_\_ Major: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

### WORK INFORMATION

Place of Employment: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Days/Time of Employment: \_\_\_\_\_

Nature of Work: \_\_\_\_\_

I understand that an exception is being made so that I may continue to work during the semester om which I student teach. I also understand that if my employment should interfere with my student teaching experience, it will be necessary to terminate my position of employment.

\_\_\_\_\_  
Signature if Student

\_\_\_\_\_  
Date