

As a pre-education student, you are responsible for keeping an accurate record of the service hours you spend interacting with Prek-12 grade learners in an established educational organization (e.g., day care, public school, private school, camp). Pre-education students applying for CARE admission to a teacher education program must demonstrate evidence of **no fewer than 20 service hours with learners**, to include at least 10 hours spent working with a diversity of learners whose background (e.g., exceptionality diagnosis, linguistic, cultural, racial, etc.) is different from their own. Applicants should consider a range of activities to include observing and working directly with learners. Each pre-education student is required to document his/her hours of service. An educational official (supervisor) will need to verify service hours in order that they may be used for the CARE application. In the event that service hours are completed with more than one organization, two or more clock hours forms may be used. Afterwards, consolidate the hours onto one **Summary** form and submit all forms along with your upper-level application.

Date	Hours of Service Per Task				Check (✓) if Diverse Student Population
	Observation	Individual Support	Small Group Support	Whole Group Support	
TOTAL					

* Total Pre-Program Service Hours _____ (minimum of 20 hours).

October 2025