

**SOUTHERN CONNECTICUT STATE UNIVERSITY**  
**Personal and Professional Data Form**

The Personal and Professional Data Form is used to give potential mentor teachers, principals, and districts a quick summary of who you are as a person and a future teacher. The form is sent to the school districts at which you request placement and helps them get to know you to decide if you would be a good fit at one of their schools. Because this information is being sent to possible future employers, you want to make sure you are as professional as possible (i.e., correct grammar, no spelling errors, complete sentences, etc.).

**Instructions:**

1. The following three pages must be neatly typed. You may use a typewriter, or print it off the computer. (If you are filling it out on Adobe, you will not be able to save it, so you should copy and paste your answers into a word document to save for your records.)
2. Answer all 8 questions as detailed as possible, but you must fit your answers into the space provided. Please do not write "See Attached" in any of the boxes, as the 3 page form is the only thing that will be sent to the district.
3. Some computers will not allow you to type directly into the Adobe file. If that is the case, you can type the form in a Word document (or other word processing software), as long as you follow the same format.
4. Hard copies of this form are available in the Student Teaching Office in Davis Hall 103. An electronic copy can be found on the Student Teaching Website- [www.southernct.edu/education](http://www.southernct.edu/education).
5. Once you have completed the form (*don't forget to edit!*) please bring 2 copies to the Student Teaching Office along with your Student Teaching Application. You may also mail them to:

Southern Connecticut State University  
Student Teaching Office  
Davis Hall 103  
501 Crescent Street  
New Haven, CT 06515

6. The Student Teaching Office will contact you if there are any questions or concerns regarding your Personal and Professional Data Form and/or Student Teaching Application, which is why it is important to make a copy for your records.
7. If you have any questions, please feel free to contact the Student Teaching Office at (203)392-5906.

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Name:  Date:

Area of Specialization:

School Address:   
 Phone:

Permanent Address:   
 Cell #:

E-mail:  DOB:

1. List professional courses taken (both course title and number). If not taken at SCSU, indicate where courses were taken.

2. List courses taken in academic concentration (both course title and number).

**3. Experience in working with children and youth**

**4. Previous work experience**

**5. Participation in extra-curricular activities**

**6. Talents, skills or interests which may be assets in teaching**

**7. Travel experiences**

**8. Reasons you want to be a teacher**