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THE UNIVERSITY OF THE STATE OF NEW YORK THE STATE EDUCATION DEPARTMENT OFFICE OF THE ASSISTANT COMMISSIONER FOR TEACHER EDUCATION

In order to determine whether or not you are eligible to teach in the public schools of New York State, it is necessary that the information called for on the inclosed application blank be accurately and fully supplied.

If you have NOT been assured of a teaching position, you may omit the reference to the superintendent of schools in filling out Part I of the blank and in this case ask your college to send it directly to this office after filling out Part II.

If you have credits at more than one college or normal school all must be sent to us for evaluation before any statement of your standing can be made. Only official transcripts carrying a full descriptive title of every course can be evaluated.

Very truly yours

No 1

Assistant Commissioner