



NATIONAL
LOUIS
UNIVERSITY

PROFESSIONALS WHO ACHIEVE.
PEOPLE WHO INSPIRE.

Office of Field Experiences

Date:

Dear School or District Administrator,

This letter introduces _____, a teacher candidate at National Louis University, enrolled in the Teacher Preparation Program. In order to fulfill requirements for State of Illinois Teacher Licensure, this student must fulfill preclinical observation hours in a variety of school settings. _____ would like to observe in your school or district. Results of the student's TB Test and Criminal Background Check are available upon request.

We thank you in advance for your hospitality in welcoming our students into your school. The observation experience is without a doubt one that paves the way for deeper understanding of the roles and responsibilities of today's teachers. Should you have any questions, please feel free to contact the Advising Office at advising@nl.edu.

Sincerely,

Sherri Bressman, Ed.D.

Director, Teacher Preparation Programs
National Louis University