



Dear Student,

Congratulations on your assignment to complete your field experience in the Creighton Elementary School District (CESD).

To help ensure the safety of their students, CESD has asked that you submit a copy of your valid DPS Fingerprint Clearance Card to the district office **and** the school office where you are placed. **You are required to do this before you will be allowed onto the school campus.**

Send to: Robyn David
 Human Resources Specialist
 Creighton Elementary School District
 2702 E Flower St, Phoenix, AZ 85015

Email: rdavid@creightonschools.org
Phone: 602-522-1093
Fax: 602-808-1333

Also, before attending your first internship day please contact the principal of your assigned school to introduce yourself and set up an appointment to meet with them to discuss school expectations and submit a copy of your fingerprint clearance card. Creighton school contact information can be found on the district web page: <http://www.creightonschools.org/>.

Thank you for your cooperation. Have a wonderful semester!

Office of Professional Experiences
Mary Lou Fulton Teachers College

10/7/19