



**Office of Human Resources**

300 Sixth Street ~ Rapid City, SD 57701

605-394-4014 ~ fax 605-394-4011

## OBSERVATION REQUEST

If you would like an opportunity to observe a teacher in the Rapid City Area School District, please complete the following information. We will make every attempt to fulfill your request but we are not able to guarantee placement.

Once you complete this request form, please email it to [rapidcityhumanresources@k12.sd.us](mailto:rapidcityhumanresources@k12.sd.us).

Please allow a minimum of 4 weeks for placement contact information.

Name:

Address:

Phone:

Social Security:

*Required*

Email:

University you are enrolled in:

Specific subject or grade level for observation:

Number of observation hours requested:

Specific dates for observation:

Do you have a special teacher or building request?

Have you ever been employed by the Rapid City Area School District?