



**ESOL INSTRUCTIONAL ASSISTANT
BILINGUAL VERIFICATION FORM**

Prior to hiring an ESOL Instructional Assistant, the following is needed for DOE compliance:

- *Written sample in both languages (English and target language)*
- *Speaking sample of target language*

Send copies to ESOL department for review if a site reviewer is not available.

***Samples must remain in HR file for audit purposes.

LAST NAME: _____ FIRST NAME: _____

TARGET LANGUAGE(S): _____

SCHOOL: _____ SCHOOL ID: _____ DATE: _____

1. In English: In a full paragraph, write of the skills and qualities you think are necessary in order to be an effective ESOL Instructional Assistant.

2. In Target Language: Please provide a written translation of your previous writing sample. You may use the back of this form if additional space is needed.

3. Speech Sample: In a conversational tone, please record both of your writing samples.

Reviewer's Name: _____

Reviewer's Signature: _____

Date: _____

REV 06/2023ka-cc

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