

CERTIFICATED APPLICATION FORM – Continued

STUDENT TEACHING/INTERNSHIP/S

Dates From: / To: /	School and District	Grade/Subject	Principal's Name and Phone Number	Cooperating Teacher's Name and Phone No.

SUBSTITUTE TEACHING EXPERIENCE/S

Dates From: / To: /	District and Address	Supervisor's Name and Phone Number	Grade Levels and Subjects (Middle School)

CERTIFICATED EXPERIENCE OTHER THAN SUBSTITUTE TEACHING

Dates From: / To: /	School District's Name, Name of School and Address	Grades or Subject/s Taught	Supervisor's Name and Phone Number	Reason for Leaving

CERTIFICATION: Enclose copies of all current Washington State Teaching Certificates

Type (Standard, Initial Provisional, Continuing, etc.)	Number	Date Issued	Exp. Date	Endorsements

CERTIFICATED APPLICATION FORM - Continued

EXPERIENCE OTHER THAN TEACHING (INCLUDE MILITARY EXPERIENCE)

Dates From: / To: /	Employer	Address	Position	Supervisor's Name and Phone Number

PROFESSIONAL REFERENCES: List principals or supervisors with whom you have worked.

Dates From: / To: /	Supervisor's Name	Address	Position	Phone Number (Work and Home)

EXTRACURRICULAR ACTIVITIES YOU ARE QUALIFIED TO SUPERVISE: (Athletics, Drama, Chess, Odyssey of the Mind, Math Olympiad, Choir, Art, etc.)

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PERSONAL INFORMATION

Have you ever been convicted of any crime or been released from prison following conviction of a crime?
 Yes No If YES, give dates and explanation. (Conviction does not automatically exclude you from consideration for employment.)

Have you ever been discharged or forced to resign for misconduct or unsatisfactory service from any position?
 Yes No If YES, please explain. (Answering "yes" does not automatically exclude you from consideration for employment.)

Have you ever had a certificate revoked, suspended or denied, or have you voluntarily relinquished a teaching certificate to avoid revocation procedures?
 Yes No If YES, please explain. (Answering "yes" does not automatically exclude you from consideration for employment.)

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GENERAL INFORMATION

To have a completed application file, the following needs to be received by Human Resources:

- 1) Completed Application Form
- 2) College Placement File or Two Letters of Recommendation (Must be from a someone who has observed you teach, i.e., student teacher supervisor, cooperating teacher, principal)
- 3) Official or Unofficial Transcripts
- 4) Photocopy of your Washington State Certificate/s

Any offer of employment will be subject to the acceptable outcome of a criminal history records check.

I authorize St. Paul's Academy and/or Little Epistles' Preschool to make any investigation of any personal, education, vocational, or employment history. I further authorize any current or former employer, person, firm, or agency to provide St. Paul's Academy and/or Little Epistles' Preschool with information they have regarding me. I hereby release and discharge St. Paul's Academy and Little Epistles' Preschool and those who provide information from any and all liability as a result of furnishing and receiving this information. I further agree that falsification of any part of this application, including any accompanying inserts, shall be sufficient cause for immediate dismissal. References and personal information which become a part of this application will be regarded as confidential and shall not be revealed to me.

Applicant's Signature _____ **Date** _____

St. Paul's Academy is an equal employment opportunity employer. We comply with all applicable federal, state and local laws in providing our employees and applicants with equal opportunity in employment. Our decisions and criteria governing the employment relationship with all employees are non-discriminatory, and are based on job requirements and an individual's skills and experience without regard to race, creed, color, sex, religion, age, sexual orientation, marital status, national origin, veteran status, disability, protected genetic information, or any other status protected by state or federal law. All decisions related to employment are based upon the ability to perform the job, plus performance, dependability and reliability once hired.