



Substitute Teacher Information Sheet

2018-2019

Please fill out the information below. As a substitute aide or teacher, you are required to attend a training class and fill out additional forms for the Business Office. You will also need to submit a copy of your Social Security Card and Drivers License for a Computer and Background Check.

Name: _____

Address: _____

Phone: Home- _____ Cell- _____

Email- _____

Availability:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

Times:

Grades;

- 3-4
- 5-6
- 7-8
- Late Stay 3:00 pm – 6:00

7-8 Area of Interest

- Math
- Science
- ELA
- Social Studies
- Art

Comments: _____

Please return to the Main School Office



CHECK THE APPROPRIATE CIRCLE:

New Application
 Application Renewal
 Former Employee

Date of Application:

Please Print

Last Name	First	Middle	Maiden	Social Security Number:
_____				_____
Address				Contact Information:
_____				Home: _____
<p>Completion of the following information is optional. Failure to answer these questions will not prohibit employment consideration.</p> <p>Sex: _____ Date of Birth: _____</p> <p> <input type="checkbox"/> Male <input type="checkbox"/> Female </p> <p style="text-align: center;"> _____/_____/_____ Month Day Year </p>				Cell: _____
<p>Marital Status:</p> <p> <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Widow (er) <input type="checkbox"/> Divorced </p>				Email: _____
<p>Date you can begin work:</p> <p>_____</p>				<p>Are you a US Citizen?</p> <p>Yes _____ No _____</p>
				<p>If not, are you eligible to work in the US?</p> <p>Yes _____ No _____</p>

Do you possess a valid out-of-state certificate? _____ Yes _____ No

Certification Areas: _____

Do you possess an ACSI Certificate? _____ Yes _____ No

Do you possess a valid SC Certificate? _____ Yes _____ No

Education: List Chronologically

Type of School	Name and Location of School	Dates attended From To	Major Area of Study	Degree Obtained	Date of Degree	GPA
Colleges						
Other – training, cert., sped						