

TEACHING EXPERIENCE

Grades/Subject Taught (List most current first, indicate full-time or part-time)	District, School & Supervisor Name	City, State Telephone	Dates	
			Start	End
		Telephone ()		
		Telephone ()		
		Telephone ()		

PROFESSIONAL/TECHNICAL/EDUCATIONAL TRAINING

(In chronological order, latest first, attach additional pages if needed)

Dates (Month & Year)	Name of Institution	Location	Area of Study	Certifications/Degrees Held

PROFESSIONAL/COMMUNITY INVOLVEMENT

List any professional/community activities, organizations engaged in and any honors received (professional activities, interest, organizations, extent of participation):

REFERENCES – Provide four references, including references from previous work supervisors, or superintendents and principals under whom you have worked for or taught with who have first-hand knowledge of your character, personality, scholarship and teaching ability. Be sure to include your current/most recent immediate supervisor.

Name/Title/Position/Company	Mailing Address	Phone	Email Address

PLEASE RESPOND TO THE FOLLOWING QUESTIONS:

Yes” answers to the following five questions will not necessarily result in denial of employment. The District will consider all the circumstances, including the date and nature of events that have led to the actions described below. Your written explanation will assist the District in determining your eligibility and suitability for employment. Attach additional sheets if necessary.

1. Have you ever been convicted of, admitted committing, or are you awaiting trial for any crime (excluding only minor traffic violations not involving any allegation of drug or alcohol impairment)? You must answer “YES” even if the matter was later dismissed, deferred, vacated or expunged. If you answer “YES” you must provide the dates of the proceedings, the court where the proceedings occurred, a statement of the accusation against you and the final disposition of the case(s).
YES NO. Explanation:

2. Have you ever been dismissed (fired) from any job, or resigned at the request of your employer, or while charges against you or an investigation of your behavior was pending? You must answer “YES” even if the matter resolved with any form of settlement or severance agreement, regardless of its terms. If you answer “YES” you must provide the dates of the proceedings, the court where the proceedings occurred, a statement of the accusation against you and the final disposition of the case(s).
YES NO. Explanation:

3. Have you ever had any license or certificate of any kind (teaching certificate or otherwise) revoked or suspended, or have you in any way been sanctioned by, or is any charge or complaint now pending against you before any licensing, certification or other regulatory agency or body, public or private? If you answer “YES” you must provide the dates of proceedings, name, address and telephone number of the agency or body where proceedings took place, a statement of the accusations against you and the final disposition.
YES NO. Explanation:

4. Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification or other regulatory body (teacher certification or otherwise) or by your current or any previous employer? If you answer “YES” you must provide the name, address and telephone number of the employer or licensing body and a statement of the accusations against you.
YES NO. Explanation:

5. Have you ever been convicted of a dangerous crime against children as defined in ARS 13-604.01?
YES NO.
If so, provide details, including date of conviction, court where convicted, sentence imposed and present status of convictions.

Use this space for any additional comments or information:

By signing this application, I authorize you to request information concerning my education, training, qualifications and job performance from any former and/or current employer of mine, and I specifically waive any right I have under ARS 23-1361.B or otherwise to receive or examine a copy of any written communication regarding employment furnished by any former or current employer of mine.

READ THIS PARAGRAPH BEFORE SIGNING THIS APPLICATION
Every answer I have provided on this application is both complete and truthful. I understand and agree that (1) if any information is omitted from or not filled in on this application, or if any false information is furnished, the District will reject my application; (2) if any false information is furnished, I will be ineligible for any future consideration for employment and may be subject to criminal prosecution; and (3) if I am employed by the District, may be dismissed from employment, criminally prosecuted, and if certified, my certificate may be revoked, if it is later determined that I have furnished false information on this application.

I understand, at the time of hire, I will be responsible for costs that may be incurred for completion of certification, fingerprinting and/or background investigation fees.

Signature Date

IT IS NECESSARY FOR YOU TO HAVE THE FOLLOWING DOCUMENTS ON FILE WITH THE PERSONNEL OFFICE TO BE CONSIDERED FOR A TEACHING POSITION:

1. A completed application
2. A copy of your Arizona Teaching Certificate
3. A copy of your Arizona Public Safety IVP Fingerprint Card
4. A copy of your current transcripts (these can be copies of official transcripts, though *original transcripts* will be required if you are hired); and
5. An up-to-date placement file with current recommendations sent at your request from a college or university to our office **OR** a resume and three letters of recommendation.

When all of these items are received, your file will be placed in the active file and you will receive consideration for openings for which you have indicated an interest and are certified to teach.

Out-of-state candidates should write to the Arizona State Department of Education, Teacher Certification Unit, P.O. Box 6490 Phoenix, Arizona 85005-6490, or call 800-352-4558 regarding certification. When all of these items have been received, the file will be placed in V'ACTE's active applicant file and will receive consideration for openings for which the applicant is certified and indicated an interest.

PLEASE NOTE:

- APPLICATIONS WILL BE DESTROYED IF NOT FULLY COMPLETE WITHIN SIX MONTHS.
- APPLICATIONS ARE DECLARED INACTIVE AFTER ONE YEAR AND DESTROYED.

FOR OFFICE USE ONLY

DATE RECEIVED: _____					
Certificate _____	Placement File _____	Transcripts _____			
Letters of Recommendation _____	Resume _____	Fingerprint Card _____			

Below: For Office Use

Administrator	REVIEW DATE	Administrator	REVIEW DATE	Administrator	REVIEW DATE	Administrator	REVIEW DATE