

Central R-3 School District
Substitute Teacher Application Form

Personal Information

Full Name _____

Date of Birth _____

Social Security Number _____

Home Address _____ **City** _____ **State** _____

Zip Code _____ **Phone Number** _____

Email Address _____

Position Information

Grade Levels Preferred (Check all that apply)

- Elementary (K-5)**
- Middle School (6-8)**
- High School (9-12)**

Are you willing to work in Special Education?

- Yes**
- No**

Are you available for long-term assignments?

- Yes**
- No**

Educational Background

Degrees Earned (Check all that apply)

- High School Diploma/GED**

- Associate's Degree
- Bachelor's Degree
- Other _____

Certification

Do you have a current teaching certificate?

- Yes
- No

Do you have a current substitute teaching certificate?

- Yes
- No

Are you a retired teacher?

- Yes
- No

Do you have previous teaching or substitute experience?

- Yes
- No

If yes, list previous teaching/subbing experience (Include school, grade/subject, and dates of employment):

Other Work Experience

Employer Name and Location: _____

Position: _____ **Dates of Employment:** _____

Supervisor: _____ **Phone:** _____

Employer Name and Location: _____

Position: _____ **Dates of Employment:** _____

Supervisor: _____ **Phone:** _____

References

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phones: _____

Position: _____

Position: _____

Availability

Days Available (Check all that Apply)

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

Are you available for half-day assignments?

- Yes
- No

Background Information

1. **Have you ever been convicted of a felony or misdemeanor (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100)?**
 - Yes
 - No
2. **Have you ever pleaded guilty or no contest to felony or misdemeanor? (Exclude traffic offenses for which you were not sentenced to jail or for which the fine was less than \$100)?**
 - Yes
 - No
3. **Has the Missouri Division of Family Services or a similar agency in any other state or jurisdiction, ever issued a determination or finding of cause or reason to believe**

or suspect that you have engaged in physical, emotional, psychological or sexual abuse or neglect of a child?

Yes

No

4. Have you ever failed to be re-employed by an educational institution?

Yes

No

If the answer to any of the above questions is “yes”, please explain below the circumstances of each incident specifically. Use a separate sheet of paper if necessary:

READ CAREFULLY BEFORE SIGNING

I acknowledge and agree to the following provisions as conditions to consideration of my application for employment:

1. I hereby authorize my current and former employers and references to furnish any information about me and about my work experience. I release my current and former employers and references from any and all liabilities or damages of any nature as result of providing such information. My current and former employers and references may rely on a signed copy of this release. Furthermore, I hereby release Central R-III Schools, and all its employees, from any and all liability of every nature and kind arising out of the investigation of information provided in this application.

2. I understand and consent to having criminal and arrest records checks as well as background checks by the Missouri Division of Family Services as a condition for consideration of my application for employment.

3. I certify that the answers given in this application are true and complete to the very best of my knowledge. In the event I am employed by the District and in the further event that I have provided false or misleading information in this application or in subsequent employment interviews, I understand that my employment may be terminated at any time after discovery of the false or misleading information.

4. I understand that this application will be considered active for up to 1 year. I understand that if I wish my candidacy to remain open, I must submit another application at that time.

Signature

Date