

EDUCATION/TRAINING ("See Resume" is not sufficient.)

College/University	Date Attended		Date of Graduation	Degree	Major	GPA	Minor	GPA
	From	To						

** Submit all college/university transcripts.**

CERTIFICATION ("See Resume" is not sufficient.)

Type of Certificate held now:

- None
 - Valid Permanent Louisiana Provisional, Professional or Administrative: Type: _____ Number: _____
 - Louisiana Certification pending. Explanation: _____
 - Valid Out of State (Issuing state): _____ Expiration date: _____
- If you do not have a Louisiana Certificate, what are your deficiencies? _____

AREAS OF CERTIFICATION:

- | | |
|---|--|
| <input type="checkbox"/> Administration (specify):
_____ | <input type="checkbox"/> Middle School (specify):
_____ |
| <input type="checkbox"/> Special Education
_____ | <input type="checkbox"/> Secondary (specify):
_____ |
| <input type="checkbox"/> PreK – 3 | <input type="checkbox"/> All Levels (specify):
_____ |
| <input type="checkbox"/> Elementary 1 – 5 | <input type="checkbox"/> Guidance Counselor |
| <input type="checkbox"/> Other Elementary (specify):
_____ | <input type="checkbox"/> Other (specify):
_____ |

PRAXIS Scores	
PPST Reading	_____
PPST Writing	_____
PPST Math	_____
Content Area	_____
Principles of Learning and Teaching	_____
NTE Scores (prior to 9/1/99)	
Communication Skills	_____
General Knowledge	_____
Professional Knowledge	_____
Specialty Area	_____

A photocopy of the teaching certificate or letter verifying that certification requirements have been met must be submitted with this application.

From				To		# of years	Name and Mailing Address of School	Grade/Subject	Supervisor or Cooperating Teacher
Mo.	Yr.	Mo.	Yr.						
<i>Please list below your last five teaching positions beginning with your current or most recent employer. Beginning teachers must list student teaching. This information must be completed. Only teaching full-time in an accredited public or private school or college is creditable. Creditable years will be verified and determined by the Louisiana State Department of Education.</i>									
Total Years listed above						Total Number of Creditable Years			

GENERAL INFORMATION

REFERENCES

List names of at least four references who can provide information about your teaching capabilities. Include a copy of your most recent evaluation.

SCHOOL ADDRESS

FULL NAME OF REFERENCE	POSITION	SCHOOL DISTRICT	ADDRESS	PHONE

OTHER WORK EXPERIENCE (“See Resume” is not sufficient.)

From		To		Please list below all professional non-teaching positions held in the past five years. Attach an addendum or resume if history is extensive.		
MO.	YR.	MO.	YR.	NAME AND ADDRESS OF EMPLOYER	POSITION	PHONE NUMBER

Check any of the following which you are able to direct or coach successfully:

- | | | |
|--|---------------------------------------|-----------------------------------|
| <input type="checkbox"/> Student Council | <input type="checkbox"/> Basketball | <input type="checkbox"/> Football |
| <input type="checkbox"/> Honor Society | <input type="checkbox"/> Cheerleaders | |

- Clubs _____
- Other _____

Are you related to a member of the Tensas Parish School Board or any other employee? <input type="checkbox"/> YES <input type="checkbox"/> NO		
NAME	RELATIONSHIP	DISTRICT POSITION

Why did you leave your last position, or why do you wish to leave your present position?

****READ CAREFULLY****

Background checks are done on all applicants/employees. Will any arrests or violations of the law be reported on the Criminal History Report? YES NO

Have you ever been convicted of a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, or indecency with a minor)? YES NO

If yes, please state where, when, and nature of offense.

NOTICE TO APPLICANTS

Before an application may be considered complete, the following documents must be filed with the Tensas Parish School Board.

- (1) Completed application for professional employment
- (2) Photocopy of teacher certificate
- (3) Photocopy of transcript of all college/university course work (Originals will be required upon employment.)
- (4) Teacher service record (if applicable)*
- (5) Completed Criminal History Release Form
- (6) Test Scores (Praxis or NTE)
- (7) Most recent evaluation

This application and the documents submitted herewith shall become the property of the school board, and the school board shall reserve the right to accept or reject them. Any information submitted with or in support of this application may be revealed to any persons who may participate in the selection of employees.

This application will be placed on file and considered if and when vacancies occur in an appropriate field. Interviews will be scheduled by the Tensas Parish School Board only when vacancies do exist or are anticipated.

The Tensas Parish School Board shall contact candidates to arrange for interviews when appropriate positions are available. Your application will remain on active status for twelve (12) months from the date of application and may be extended only by written request. Your application will be destroyed upon removal from active status.

*In order to receive credit for prior years of service, it is the responsibility of each applicant to obtain service records for each school where previously employed. Credit is not given for non-accredited schools.

I hereby certify that the information provided in this application is true and accurate to the best of my knowledge. I understand that falsification of this record will be considered sufficient cause for disqualification or, if employed, dismissal. Further, I authorize the Tensas Parish School Board to contact the references listed herewith and to obtain any record of criminal history in accordance with the Louisiana code.

Signature of Applicant

Date

ALL PERSONNEL OF THE TENSAS PARISH SCHOOL BOARD SHALL BE EMPLOYED WITHOUT REGARD TO NATIONAL ORIGIN, RACE, AGE, RELIGION, GENDER OR DISABILITY.