

TIPPECANOE VALLEY SCHOOL CORPORATION

8343 South State Road 19

Akron, Indiana 46910

574-353-7741

Date of Application _____

Applications remain on file for 90 days

Date Available to begin employment _____

If you are completing this application for Substitute Teaching,
please check the appropriate boxes:

☐ High School Graduate

☐ 60 Hours College Credit

☐ Licensed Teacher

Are you a retired teacher? ☐ Yes ☐ No

For office use only

Regular Teaching

Special Education

Administration

Other

Substitute Teacher

Elementary

Secondary

Major:

Minor:

TEACHER APPLICATION FORM

PERSONAL INFORMATION

Name in full (Please Print) _____

Social Security Number (Optional) _____

Date of Birth _____

Present Address:

Permanent Address:

Street Address _____

Street Address _____

City _____

State _____

Zip _____

City _____

State _____

Zip _____

Telephone Number _____

Telephone Number _____

EDUCATION AND PROFESSIONAL TRAINING

<i>Type of School</i>	<i>Name & Location of School</i>	<i>Primary Area(s)</i>	<i>Supporting Area(s)</i>	<i>Degree</i>
High School				
College				
College				
Graduate School				
Other				

LICENSE INFORMATION

<i>Type of License or Certificate</i>	<i>Grades</i>	<i>Date of Issue</i>	<i>Date Expires</i>	<i>License Number</i>	<i>Subject Endorsement</i>

GENERAL INFORMATION

Activities which you can sponsor, supervise/coach:

**PROFESSIONAL RECONGITION, MEMBERSHIPS,
EXTRA-CURRICULAR ACTIVITIES, ETC.**

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PERSONAL

How many days were you absent from work in the last year?	Illness:		Other:	
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REFERENCES

(Give at least 4 references, including Principals and Superintendents for whom you have worked.)

Name	Address	Telephone	Official Position
1.			
2.			
3.			
4.			

COLLEGE OR UNIVERSITY CREDENTIALS/NTE TESTING

Is your credential file current? ☐ Yes ☐ No

Have you taken Praxis I ? ☐ Yes ☐ No Date Taken: _____

Have you taken Praxis II ? ☐ Yes ☐ No Date Taken: _____

Do you have a valid teaching license? ☐ Yes ☐ No

COLLEGE/UNIVERSITY PLACEMENT OFFICE ADDRESS

School _____	Street Address _____
Telephone Number _____	City _____ State _____ Zip _____

TEACHING EXPERIENCE

(Begin with most recent experience)

Name and Location of School	Grade or Subjects	From		To		Reason for Leaving
		Month	Year	Month	Year	

STUDENT TEACHING EXPERIENCE

Complete this section if you have less than five (5) years teaching experience.
(Begin with most recent experience)

Name and Location of School	Grades or Subjects	From		To		Supervising Teacher
		Month	Year	Month	Year	

WORK EXPERIENCE OTHER THAN TEACHING

(Begin with most recent experience)

Name and Location of Organization	Type of Organization	From		To		Reason for leaving
		Month	Year	Month	Year	

SALARY INFORMATION

EXPERIENCE CREDIT		MILITARY EXPERIENCE	
Number of Full Years of Teaching		Branch	
Number of Years of Military Service		Rank	
TOTAL CREDIT		Dates of Active Service	
(Must teach 120 days to receive credit for full year)		Number of Months of Active Duty	

Additional qualifications or remarks, include other items that might be of interest to your prospective employer:

- ◆ The Tippecanoe Valley School Corporation supports the principle that all persons, regardless of race, religion, color, national origin, gender, sexual orientation, age or handicap, meeting the qualifications of training, experience and the ability to do a job, shall have equal employment opportunities.
- ◆ Decisions concerning personnel policies, practices, and procedures involving such factors as recruiting, employing, training, promotion, compensation, benefits, transfers, layoffs and termination will be administered in accordance with the principal of equal employment opportunity.
- ◆ The Corporation also supports the Title IX requirements of the Education Amendments of 1972. (See Section 9, page 1)
- ◆ The Corporation supports the requirements of the Policy on the treatment of Individuals with Disabilities Act of 1973 and the Americans with Disabilities Act.
- ◆ I hereby certify that to the best of my knowledge and belief the foregoing statements are true, correct, and complete. I further understand that this application will become part of my personnel file should I be employed by the Tippecanoe Valley School Corporation; that the information provided will be verified; and that falsification of any information submitted on this application may be cause for dismissal from service; by signing this application, I give authorization to Tippecanoe Valley School Corporation to perform a limited criminal history check.

Jobs with the Tippecanoe Valley School Corporation involve contact with our student population. We ask that you complete the questions below to help us evaluate your suitability to work with these students. All applicants for employment are expected to supply this information; you are not being singled out for closer inspection. This information is part of the application itself and any misrepresentation or omission of facts may be grounds for disqualification from further consideration or for termination from employment regardless of when the misrepresentation or omission is discovered.

The conviction of a crime or any affirmative answer provided by you on this insert is not an automatic bar to employment. The school district will consider the nature of any conviction or alleged conduct underlying the affirmative response, the date of the alleged conduct in question, your intervening conduct and the relationship between the offense or alleged conduct underlying the affirmative response and the position for which you are applying.

		Please check one box	
		Yes	No
1	If you are now working, is your conduct as an employee or the quality of your work the focus of any investigation by your current employer? If yes, explain the circumstances on a separate sheet and attach to this application.		
2	Have you ever resigned from a job after being disciplined by your employer or after being offered the opportunity to resign rather than be terminated? If yes, explain the circumstances on a separate sheet and attach to this application.		
3	Have you ever been investigated for, charged with or pleaded guilty or "no contest" to any crime involving the sexual abuse of any person or indecency with a minor? If yes, explain the circumstances on a separate sheet and attach to this application.		
4	Have you ever been charged with a crime listed in number 3 (above) where the court has deferred further proceedings without entering a finding of guilt and placed you on probation or in a public service or education program? If yes, explain the circumstances on a separate sheet and attach to this application.		
5	Have you ever been convicted of a crime other than a minor traffic offense or has any court ever deferred further proceedings without entering a finding of guilt and placed you on probation or in a public service or education program for any such crime? If yes, explain the circumstances on a separate sheet and attach to this application.		

AUTHORIZATION AND RELEASE

I authorize the school district to check my employment history, including without limitation, reference checks, and to seek the release of investigatory information, including a "limited criminal history," possessed by any private or public employer or any local, state, or federal agency. I authorize these private or public employees or local, state, or federal agencies to provide the school district any information they may release concerning the matter described herein, and I will cooperate to the extent necessary to obtain the release of this information.

I EXPRESSLY WAIVE IN CONNECTION WITH ANY REQUEST FOR, OR PROVISION OF SUCH INFORMATION, ANY CLAIMS OR CAUSES OF ACTION, INCLUDING WITHOUT LIMITATION, DEFAMATION, INFLECTION OF EMOTIONAL DISTRESS, INVASION OF PRIVACY, OR INTERFERENCE WITH CONTRACTUAL RELATIONS THAT I MIGHT OTHERWISE HAVE AGAINST THE SCHOOL DISTRICT, ITS OFFICIALS, EMPLOYEES, TRUSTEES OR AGENTS, OR AGAINST ANY PROVIDER OF SUCH INFORMATION. I HAVE READ THIS AUTHORIZATION AND RELEASE ALL CLAIMS, AND I EXPRESSLY AGREE TO THE TERMS SET OUT HEREIN.

Signature of Applicant

Printed Name of Applicant

Date of Birth
(Only for Purposes of
Requesting Criminal History Information)

Today's Date