

APPLICATION FOR EMPLOYMENT

COWETA PUBLIC SCHOOL
14540 S. 302ND E. AVE
P.O. BOX 550
COWETA, OK 74429

DATE _____ 20 _____

NAME _____
LAST FIRST MI

SOCIAL SECURITY NUMBER _____

PRESENT ADDRESS _____

CITY _____

STATE _____ ZIP CODE _____

TELEPHONE () _____

PERMANENT ADDRESS _____

CITY _____

STATE _____ ZIP CODE _____

TELEPHONE () _____

PERSONAL

LIST HOBBIES AND ANY OTHER SKILLS YOU HAVE: _____

LIST, IF YOU CHOOSE, ANY POSITION OF LEADERSHIP OR RESPONSIBILITY YOU HAVE HELD IN SCHOOL OR CIVIC WORK: _____

PROFESSIONAL

WHAT TYPE OF OKLAHOMA CERTIFICATE DO YOU CURRENTLY HOLD?

STANDARD _____ LICENSE _____ PROVISIONAL _____ SECONDARY _____ ELEM _____ K-12 _____ ADMINISTRATOR _____ COUNSELOR _____

IF YOU DO NOT NOW HOLD AN OKLAHOMA CERTIFICATE, STATE TYPE YOU ARE WORKING TOWARD AND WHEN YOU EXPECT TO RECEIVE IT

HOW MANY WEEKS HAVE YOU SPENT IN STUDENT TEACHING? _____ DATES _____

WHERE? _____
CITY SCHOOL NAME OF SUPERVISING TEACHERS

FIELD _____ LEVEL _____

ARE YOU WILLING TO ACCEPT ANY ASSIGNMENT FOR WHICH YOU ARE QUALIFIED? _____

WHY DO YOU WISH TO LEAVE YOUR PRESENT POSITION? _____

ON WHAT DATE WILL YOU BE AVAILABLE IF OFFERED EMPLOYMENT? _____

LIST EXTRA-CURRICULAR ACTIVITIES IN WHICH YOU ARE WILLING TO USE YOUR ABILITIES _____

IN YOUR OWN HANDWRITING EXPRESS HERE IN A MAXIMUM OF 250 WORDS YOUR BASIC EDUCATIONAL PHILOSOPHY AND HOW YOU BELIEVE YOU WILL BE ABLE TO MAKE A CONTRIBUTION TO THE EDUCATIONAL PROGRAM IN COWETA.

POSITION DESIRED

ELEMENTARY TEACHER (THIS SECTION TO BE COMPLETED BY APPLICANTS FOR POSITIONS IN ELEMENTARY SCHOOLS)

GRADE PREFERENCE: (MARK 1 FOR FIRST CHOICE; 2 FOR SECOND CHOICE AND 3 FOR THIRD CHOICE)

KINDERGARTEN_____ FIRST GRADE_____ SECOND GRADE_____ THIRD GRADE_____

FOURTH GRADE_____ FIFTH GRADE_____ SIXTH GRADE_____

WHAT TRAINING OR EXPERIENCE HAVE YOU HAD IN THE GRADES CHECKED? _____

SUBJECT PREFERENCE: (PLEASE INDICATE JUNIOR HIGH ENDORSEMENT AREAS: READING, LANGUAGE, SOCIAL STUDIES, HEALTH, ARITHMETIC, ART, SCIENCE, MUSIC, SPEECH, PHYSICAL EDUCATION, LIBRARY) _____

SECONDARY TEACHER (THIS SECTION TO BE COMPLETED BY APPLICANTS FOR POSITIONS IN JUNIOR AND SENIOR HIGH SCHOOLS)

MAJOR TEACHING FIELD _____ NO. OF SEMESTER HRS. IN TEACHING FIELD _____

MINOR/ENDORSEMENT TEACHING FIELD _____ NO. OF SEMESTER HRS. IN TEACHNG FIELD _____

GRADE LEVEL PREFERRED _____

SPECIAL EDUCATION (INDICATE AREAS IN WHICH YOU HOLD CERTIFICATION)

MR (EMH OR TMH)_____ LD_____ OTHER AREAS_____

GRADE LEVEL PREFERRED _____

COUNSELOR (THIS SECTION TO BE COMPLETED BY APPLICANT FOR COUNSELOR POSITIONS)

ELEMENTARY_____ SECONDARY_____ OTHER_____

ADMINISTRATION (THIS SECTION TO BE COMPLETED BY APPLICANTS FOR ADMINISTRATIVE POSITIONS)

PRINCIPAL_____ SUPERVISOR_____ OTHER_____ ELEMENTARY_____ JUNIOR HIGH_____ HIGH SCHOOL_____

ACADEMIC PREPARATION

HIGH SCHOOL

NAME OF SCHOOL	CITY AND STATE	NUMBER YEARS ATTENDED	GRADE COMPLETED	DATE OF GRADUATION

COLLEGE, UNIVERSITY OR TECHNICAL SCHOOL

NAME OF SCHOOL	CITY AND STATE	DATES	DATE GRADUATED	DEGREE

PLEASE LIST NAME OF SCHOOL AND ADDRESS WHERE WE MAY OBTAIN CREDENTIALS:_____

EVIDENCE OF PROFESSIONAL GROWTH AND EDUCATIONAL LEADERSHIP

MEMBERSHIP IN WHAT PROFESSIONAL ORGANIZATIONS?_____

OFFICES AND COMMITTEE ASSIGNMENTS HELD IN THESE ORGANIZATIONS_____

WHAT PROFESSIONAL CONFERENCES AND WORKSHOPS HAVE YOU ATTENDED IN THE LAST TWO YEARS?_____

TEACHING EXPERIENCE

POSITION	NAME OF SCHOOL	CITY AND STATE	GRADE	SUBJECTS	NUMBER OF TEACHER IN SYSTEM	TIME TAUGHT (MONTHS)	TOTAL MONTHS
						FROM TO	
						FROM TO	
						FROM TO	
						FROM TO	

TOTAL EXPERIENCE IN PUBLIC SCHOOLS INCLUDING PRESENT YEAR _____ YEARS.

ACTIVE MILITARY EXPERIENCE

BRANCH OF SERVICE _____ TYPE OF DISCHARGE _____

DATE OF ACTIVE SERVICE _____ TO _____ DATE OF DISCHARGE _____

EXPERIENCE OTHER THAN TEACHING OR MILITARY (LIST IN CHRONOLOGICAL ORDER)

NAME	CITY AND STATE	PERIOD OF SERVICE (MONTHS)	TYPE OF WORK	REASON FOR LEAVING
		FROM TO		
		FROM TO		
		FROM TO		

REFERENCES (IF A NEW TEACHER, INCLUDE SUPERVISING TEACHER AS ONE REFERENCE, AN EXPERIENCED TEACHER SHOULD INCLUDE AT LEAST TWO REFERENCES WHO KNOW ABOUT RECENT TEACHING.)

NAME	MAILING ADDRESS AND TELEPHONE NUMBER	OCCUPATION	RELATIONSHIP

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES _____ NO _____

HAVE YOU EVER BEEN CONVICTED OF A CRIME INVOLVING MORAL TURPITUDE? YES _____ NO _____

IF THE ANSWER TO EITHER OF THE PRECEDING QUESTIONS IS "YES", STATE BELOW THE NATURE OF THE CHARGE AND IN WHAT COURT YOU WERE CONVICTED. _____

DATE _____ SIGNATURE OF APPLICANT _____

THE DISTRICT SHALL HAVE THE RIGHT AFTER TERMINATION OF MY EMPLOYMENT TO FURNISH OTHERS INFORMATION CONCERNING MY EMPLOYMENT RECORD WITH THE DISTRICT, INCLUDING INFORMATION CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT ANY FALSE ANSWERS OR STATEMENTS MADE BY ME ON THIS APPLICATION WILL BE SUFFICIENT GROUNDS FOR DISMISSAL. I HEREBY AUTHORIZE THIS DISTRICT TO INVESTIGATE MY BACKGROUND, AND TO CONTACT ANY OF MY FORMER EMPLOYERS EXCEPT AS FOLLOWS:

MY PRESENT EMPLOYER _____ OTHER (LIST) _____ DATES _____ REASON _____

SIGNATURE _____

THIS INSTITUTION IN COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 AND TITLE IX OF THE EDUCATION AMENDMENT OF 1972 DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, OR SEX IN ANY OF ITS POLICIES, PRACTICES OR PROCEDURES. THIS INCLUDES BUT IS NOT LIMITED TO ADMISSIONS, EMPLOYMENT, FINANCIAL AID, AND EDUCATIONAL SERVICES.

INTERVIEWED BY: _____ DATE: _____ COMMENTS: _____