

Interview _____

Ref. Check _____

F'prt. Mandate _____

Business Off. _____

BOE Approv. _____

SED F'prt. Cl. _____

FAYETTEVILLE-MANLIUS CENTRAL SCHOOL DISTRICT**8199 E. SENECA TURNPIKE, MANLIUS NY 13104-2140 (315)****692-1234****SUBSTITUTE APPLICATION****I am applying for:**
☐ **Substitute Teacher**
☐ **Substitute Teaching Assistant**
☐ **Substitute Teacher Aide**
☐ **Homebound Tutor**
☐ **Clerical**

Name _____ Date _____

Street Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Do you hold a Bachelor's degree? Yes ____ No ____ (Required for substitute teacher)

Do you hold a high school diploma? Yes ____ No ____ (Required for substitute teaching assistant)

EDUCATIONAL BACKGROUND

<u>College/University</u>	<u>Dates Attended</u>	<u>Month/Year Graduated</u>	<u>Degree Held and Major</u>

<u>High School</u>	<u>Dates Attended</u>	<u>Month/Year Graduated</u>	<u>City, State</u>

TEACHER CERTIFICATE *(Certification is not required for subbing.)***(Please include a copy of your New York State Teacher Certificate or TEACH page indicating the status of your certification.)**

<u>Type</u>	<u>Date Issued</u>	<u>State</u>	<u>Certification Area</u>	<u>Valid Until</u>

TEACHING EXPERIENCE

<u>School</u>	<u>Dates</u>	<u>Grades or Subjects</u>

Are you interested in homebound instruction? (NYS certification is required) Yes____ No____

Grade levels you prefer to teach: *(Sub teacher only)*_____

Subjects you prefer to teach: *(Sub teacher only)*_____

NON-TEACHING WORK EXPERIENCE

<u>Employer</u>	<u>Dates</u>	<u>Position Held</u>

Have you had your fingerprints submitted to the NY State Education Department? Yes ____ No ____

Have you ever submitted an application to the Fayetteville-Manlius School District? Yes ____ No ____

If so, for what position? Position: _____ When: _____

Have you ever been employed by the Fayetteville-Manlius School District? Yes ____ No ____

If yes, state position and dates: Position: _____ Dates: _____

REFERENCES – non-family members

Name _____ Relationship _____

Address _____ Email _____

Phone - *Indicate if work (W), home (H) or cell (C)* _____

Name _____ Relationship _____

Address _____ Email _____

Phone - *Indicate if work (W), home (H) or cell (C)* _____

Name _____ Relationship _____

Address _____ Email _____

Phone - *Indicate if work (W), home (H) or cell (C)* _____

The Fayetteville-Manlius Central School District Board of Education requires proof of citizenship or immigration status as a condition of employment.

I certify that all statements made by me on this application are true and complete. I understand that any false or misleading statements made by me will be considered justification for disqualification of my application and termination of employment.

DATE

APPLICANT'S SIGNATURE

The Fayetteville-Manlius School District does not discriminate on the basis of race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, disability, family medical history or genetic information, political affiliations, military service, or other non-merit based factors in the educational programs and activities which it operates.