

# WISCONSIN DELLS SCHOOL DISTRICT

811 HIGHWAY H • WISCONSIN DELLS, WI 53965 • TELEPHONE 608-254-7769

## SUBSTITUTE TEACHER APPLICATION FORM

### PERSONAL INFORMATION

|                      |           |                 |       |
|----------------------|-----------|-----------------|-------|
| NAME:                | FIRST:    | MIDDLE INITIAL: | LAST: |
| PRESENT ADDRESS:     |           |                 |       |
| CITY:                |           | STATE:          | ZIP:  |
| PHONE:               | Home: ( ) | Other: ( )      |       |
| PERMANENT ADDRESS:   |           |                 |       |
| CITY:                |           | STATE:          | ZIP:  |
| PHONE:               | Home: ( ) | Other: ( )      |       |
| SOCIAL SECURITY NO.: |           |                 |       |

Are you 18 years or older? Yes  No  Are you a U.S. citizen or otherwise currently authorized to obtain lawful employment in this country? Yes  No

### POSITION FOR WHICH YOU ARE APPLYING:

ARE YOU CURRENTLY UNDER CONTRACT? Yes  No       DATE AVAILABLE \_\_\_\_\_      SALARY EXPECTATION \_\_\_\_\_

Have you ever pleaded guilty to or been convicted of a misdemeanor or felony? Yes  No  If yes, provide further information as to the date, location of court, nature of the offense, and so forth. (The Wisconsin Dells School District will consider your record only as it may substantially relate to the job for which you are applying.)

**NOTE: A complete transcript of all undergraduate and graduate college work and a current license must be placed on file at the time of employment. It is the responsibility of the applicant to have this information forwarded to the District office from the applicable colleges and agencies, upon request.**

### EDUCATIONAL PREPARATION AND TRAINING

HIGH SCHOOL \_\_\_\_\_ LOCATION \_\_\_\_\_

#### COLLEGE OR UNIVERSITY EDUCATION (Most Recent First)

| Name & Location of School | Dates Attended<br>Mo/Yr - Mo/Yr | Degree | Grade Pt. Avg.<br>Scale | Major(s) | Minor(s) |
|---------------------------|---------------------------------|--------|-------------------------|----------|----------|
|                           |                                 |        |                         |          |          |
|                           |                                 |        |                         |          |          |
|                           |                                 |        |                         |          |          |
|                           |                                 |        |                         |          |          |
|                           |                                 |        |                         |          |          |
|                           |                                 |        |                         |          |          |

Number of Graduate Credits Beyond Bachelor's Degree \_\_\_\_\_      Number of Graduate Credits Beyond Masters Degree \_\_\_\_\_

### PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

College:

High School:

**STUDENT TEACHING OR PRACTICUM EXPERIENCE**

|  |          |                      |
|--|----------|----------------------|
| Dates - Mo/Yr<br>From: To  | District | Grade/Subject Taught |
|  |          |                      |
| REFERENCE: _____<br>(Cooperating Teacher) (School Address) ( ) Phone |          |                      |
| Dates - Mo/Yr<br>From: To  | District | Grade/Subject Taught |
|  |          |                      |
| REFERENCE: _____<br>(Cooperating Teacher) (School Address) ( ) Phone |          |                      |
| Dates - Mo/Yr<br>From: To  | District | Grade/Subject Taught |
|  |          |                      |
| REFERENCE: _____<br>(Cooperating Teacher) (School Address) ( ) Phone |          |                      |
| Dates - Mo/Yr<br>From: To  | District | Grade/Subject Taught |
|  |          |                      |
| REFERENCE: _____<br>(Cooperating Teacher) (School Address) ( ) Phone |          |                      |

**PROFESSIONAL/EDUCATIONAL EXPERIENCE**

**NOTE: List all professional experience. Attach an additional sheet if more space is needed for professional experience.**

**EXPERIENCE UNDER CONTRACT**

| Dates Mo/Yr<br>From To                     | District | Grade Level or<br>Subject | Position | Reason for Leaving |
|--|----------|---------------------------|----------|--------------------|
|  |          |                           |          |                    |
| REFERENCE: _____<br>(Name) (Title) (Phone) |          |                           |          |                    |
| Dates Mo/Yr<br>From To                     | District | Grade Level or<br>Subject | Position | Reason for Leaving |
|  |          |                           |          |                    |
| REFERENCE: _____<br>(Name) (Title) (Phone) |          |                           |          |                    |
| Dates Mo/Yr<br>From To                     | District | Grade Level or<br>Subject | Position | Reason for Leaving |
|  |          |                           |          |                    |
| REFERENCE: _____<br>(Name) (Title) (Phone) |          |                           |          |                    |
| Dates Mo/Yr<br>From To                     | District | Grade Level or<br>Subject | Position | Reason for Leaving |
|  |          |                           |          |                    |
| REFERENCE: _____<br>(Name) (Title) (Phone) |          |                           |          |                    |

A copy of my teaching/education credentials may be obtained from: \_\_\_\_\_  
(College Placement Office or Agency)

**TEACHER CERTIFICATION**

**AREAS OF CERTIFICATION**

| Grade/Subject | State Issuing License | Expires Mo./Yr. | Wisconsin DPI Code Number |
|---------------|-----------------------|-----------------|---------------------------|
|               |                       |                 |                           |
|               |                       |                 |                           |
|               |                       |                 |                           |
|               |                       |                 |                           |
|               |                       |                 |                           |

**OTHER WORK EXPERIENCE**

| Dates Mo./Yr.<br>From To | Name of Company/Organization | Location<br>City State | Kind of Work | Reason for Leaving |
|--------------------------|------------------------------|------------------------|--------------|--------------------|
|                          |                              |                        |              |                    |
|                          |                              |                        |              |                    |
|                          |                              |                        |              |                    |
|                          |                              |                        |              |                    |
|                          |                              |                        |              |                    |

**PERSONAL STATEMENT**

Prepare a handwritten statement to include any experience or talent which in your estimation will contribute to your success in the position for which you are applying, such as: scholastic distinctions, travel, community service or activities, foreign language skills, musical or artistic talent, athletic achievement, coaching, journalism, dramatics, etc.

Blank lined area for handwritten personal statement.

| PERSONAL REFERENCES (Please list persons who are not related to you or personal friends.) |          |  |             |
|---|----------|--|-------------|
| 1.  | NAME:    |  | PHONE: ( )  |
|   | ADDRESS: |  | P.O. BOX:   |
|   | CITY:    |  | STATE: ZIP: |
| 2.  | NAME:    |  | PHONE: ( )  |
|   | ADDRESS: |  | P.O. BOX:   |
|   | CITY:    |  | STATE: ZIP: |
| 3.  | NAME:    |  | PHONE: ( )  |
|   | ADDRESS: |  | P.O. BOX:   |
|   | CITY:    |  | STATE: ZIP: |

## AUTHORIZATION, RELEASE, AND CERTIFICATION

I certify that all information on this application is true, complete, and correct to the best of my knowledge. I understand that any false or misleading statements or information provided by me, or material omissions of information requested of me, may result in rejection of my application or, if employed, my immediate dismissal.

I hereby give permission to the employer to seek to verify and supplement the information set forth in the application. I release from all liability or legal claims every person seeking or providing information, whether oral or written. A photocopy of this release shall be as valid as the original, and may be relied upon by all persons providing information.

I understand this application will be considered inactive after sixty (60) days.

**I certify I have read (or have had read to me) and understand this authorization, release, and certification.**

Dated: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

The Wisconsin Dells School District is an equal opportunity employer and does not discriminate on the basis of race, national origin, religion, age, sex, handicap or disability or other basis prohibited by applicable local, state or federal fair employment laws or regulations. Applicants with a disability may request accommodations needed in the application and/or interview process.

# WISCONSIN DELLS SCHOOL DISTRICT

811 HIGHWAY H • WISCONSIN DELLS, WI 53965 • TELEPHONE 808-254-7769

## PROFESSIONAL/EDUCATIONAL EXPERIENCE ADDENDUM TO TEACHER APPLICATION FORM OF \_\_\_\_\_

### EXPERIENCE UNDER CONTRACT

| Dates Mo/Yr<br>From To | District | Grade Level<br>or Subject | Position | Reason for Leaving |
|------------------------|----------|---------------------------|----------|--------------------|
|                        |          |                           |          |                    |

REFERENCE: \_\_\_\_\_  
(Name)
(Title)
(Phone)

| Dates Mo/Yr<br>From To | District | Grade Level<br>or Subject | Position | Reason for Leaving |
|------------------------|----------|---------------------------|----------|--------------------|
|                        |          |                           |          |                    |

REFERENCE: \_\_\_\_\_  
(Name)
(Title)
(Phone)

| Dates Mo/Yr<br>From To | District | Grade Level<br>or Subject | Position | Reason for Leaving |
|------------------------|----------|---------------------------|----------|--------------------|
|                        |          |                           |          |                    |

REFERENCE: \_\_\_\_\_  
(Name)
(Title)
(Phone)

| Dates Mo/Yr<br>From To | District | Grade Level<br>or Subject | Position | Reason for Leaving |
|------------------------|----------|---------------------------|----------|--------------------|
|                        |          |                           |          |                    |

REFERENCE: \_\_\_\_\_  
(Name)
(Title)
(Phone)

| Dates Mo/Yr<br>From To | District | Grade Level<br>or Subject | Position | Reason for Leaving |
|------------------------|----------|---------------------------|----------|--------------------|
|                        |          |                           |          |                    |

REFERENCE: \_\_\_\_\_  
(Name)
(Title)
(Phone)

| Dates Mo/Yr<br>From To | District | Grade Level<br>or Subject | Position | Reason for Leaving |
|------------------------|----------|---------------------------|----------|--------------------|
|                        |          |                           |          |                    |

REFERENCE: \_\_\_\_\_  
(Name)
(Title)
(Phone)

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

| Dates Mo/Yr<br>From To | District | Grade Level<br>or Subject | Position | Reason for Leaving |
|------------------------|----------|---------------------------|----------|--------------------|
|                        |          |                           |          |                    |

REFERENCE: \_\_\_\_\_  
(Name)
(Title)
(Phone)