

In additional to the New-Hire documents these items are needed:

For Certified Employees:

Official Transcripts

Up-to-date Background Check (within the last 5 years)

Copy of Driver's License

Copy of Social Security Card

Voided Check or Letter from Bank w/banking info

List of insurance deductions from Alabama Districts only

For Support Employees:

Background Check

Copy of Driver's License

Copy of Social Security Card

Voided Check or Letter from Bank w/banking info

List of insurance deductions from Alabama Districts only