

| Names and Addresses of Colleges in Which Credits Have Been Earned | Dates Attended | Degree Earned |
|---|----------------|---------------|
| | | |
| | | |
| | | |
| | | |

FOR RECENT COLLEGE GRADUATES: Please provide the following information regarding Student Teaching experience:

Grade Level and Subject Area _____

School _____ School District and State _____

If you have not as yet completed undergraduate studies, please indicate the pending date for receipt of your bachelor's degree: _____ Major _____ Minor _____

REFERENCES: Minimum of four are required including pastor, superintendent, principals, or supervisors with whom you are working or have worked. Persons who directed your professional preparation (including student teaching supervisor) should also be listed if you have had no teaching experience.

| Name | Title or Position | Address/Telephone |
|------|-------------------|-------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

TEACHING EXPERIENCE – (List in chronological order beginning with most recent position)

| Type of Position i.e. Teacher, Prin., Supt. | School District, City, State | Grade | Subjects | Period of Service From To (Mo.-Yr.) (Mo.-Yr.) |
|---|------------------------------|-------|----------|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

EXPERIENCE OTHER THAN TEACHING – (List in chronological order beginning with most recent)

| Employer | City and State | Type of Work | Reasons for Leaving This Position | Period of Service From To (Mo.-Yr.) (Mo.-Yr.) |
|----------|----------------|--------------|--------------------------------------|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

TEACHING CERTIFICATES

| CERTIFICATES YOU HOLD | | DATE ISSUED | DATE OF EXPIRATION | CERTIFICATE NUMBER | SUBJECTS AND GRADES FOR WHICH YOU ARE CERTIFIED |
|-----------------------|---------------------|-------------|--------------------|--------------------|---|
| STATE | TYPE OF CERTIFICATE | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

PERSONAL INFORMATION

1. Have you submitted as your professional reference someone other than either the principal of your most recent teaching position or the supervisor of your teacher training? No Yes
2. Have you ever for any reason been suspended, dismissed or asked to resign a teaching position? No Yes
3. Have you ever had a teaching certificate denied, suspended or revoked? No Yes
4. Have you ever failed or refused to fulfill an employment contract with any school? No Yes
5. Have you ever been found guilty of immoral conduct or dismissed from any teaching position for immoral or unprofessional conduct or for unfitness for service? No Yes

Explain any “yes” answer on an attached statement

Please answer the following questions IN YOUR HANDWRITING.

1. What do you consider to be the mission of a Catholic school?

2. What strengths could you contribute to fulfill the mission of a Catholic school?

3. Attach your philosophy of education. (may be typed or handwritten)

SUBMIT the following documents along with your application::

1. **Official college transcript(s)**
2. **Copy of teaching license(s)**
3. **Copy of Praxis Score Report (only if you do NOT hold a current teacher license)**

NB: Documents submitted with this application become the property of the Office of Education and will not be returned.

Statement: The Diocese of Jackson does not discriminate against applicants by reason of race, age, sex, handicap, or national origin. This non-discriminating policy applies to hiring. The Diocese of Jackson is an Equal Opportunity Employer regarding training, promoting, salaries, transfers, and working conditions.

Statement: I understand that any omission or misrepresentation of material fact in this application may result in refusal of or separation from employment. I hereby authorize the Office of Education to forward this application to any principal in the diocesan school system who might be interested in considering me for a teaching position. I understand that I will be undergoing a background check and I agree to sign any necessary release forms to assist in the obtaining of this information.

The following are required to activate your file:

1. **Completed Application including Philosophy of Education**
2. **Official College Transcript(s)**
3. **Copy of Teacher License(s)**
4. **Copy of Praxis (if applicable)**

**Submit to the school(s) to which you are applying:
OR to the Diocesan Office of Catholic Schools:**

Signature of Applicant