

Application For Professional Employment
Hillsdale Community Schools
30 South Norwood Avenue
Hillsdale, Michigan 49242
(517) 437-4401

PERSONAL INFORMATION

Name: _____ Date: _____
 Last First Middle

Present Address: _____
 Street City State Zip Telephone

Permanent Address: _____
 Street City State Zip Telephone

State any other name you have used: _____

Have you passed your 18th birthday? _____

Position(s) interested in: (1) _____

(2) _____ (3) _____

Check the special teaching areas you can direct:

Phys. Ed. _____ Home Econ. _____ Arts and Crafts _____ Recreation _____ Social Dancing _____
Band _____ Chorus _____ Art _____ Coaching (indicate which sports) _____

Are you presently employed? _____ Present or last salary _____

Name and address of present employer: _____

If teaching, are you under contract? _____ If yes, when does it expire? _____

MILITARY EXPERIENCE

Branch of Service: _____ Length of Service: From _____ To _____

Position or Rank: _____ Present Draft/Military Status: _____

EDUCATIONAL PREPARATION

University Attended (undergraduate) _____

Major _____ Sem. Hrs. _____ Minor _____ Sem. Hrs. _____

Minor _____ Sem. Hrs. _____ Date Grad. _____ Degree _____

University Attended (graduate): _____

Major _____ Sem. Hrs. _____ Minor _____ Sem. Hrs. _____

Minor _____ Sem. Hrs. _____ Date Grad. _____ Sem. Hrs. _____

Michigan Certificate Held _____ Expiration Date: _____

Are you Highly Qualified under the requirements of the Federal No Child Left Behind Act? ___ Yes ___ No

Are you presently working toward a higher degree? _____ If yes, what is your expected completion date and degree expected? _____

Name under which credentials are filed: _____

Name of college or university placement agency that has your most complete record on file: _____

TEACHING EXPERIENCE

Name of School (Indicate whether public or private)	Grades or Subjects Taught	Dates	No. Years Taught	Name of Supervisor
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

IF YOU ARE A BEGINNING TEACHER PLEASE LIST THE FOLLOWING:

Critic Teacher: _____
School Address: _____ Telephone: _____

Critic Teacher: _____
School Address: _____ Telephone: _____

REFERENCES: (Give at least three references including superintendents and principals under whom you have taught.)

Name: _____ Position _____
Address: _____ Telephone: _____

Name: _____ Position _____
Address: _____ Telephone: _____

Name: _____ Position _____
Address: _____ Telephone: _____

Have you ever been convicted of (or pleaded no contest to) a felony or misdemeanor other than a minor traffic violation? _____

If yes, please give details: _____

Are you presently under arrest for a pending felony charge? _____

If yes, please give details: _____

I hereby affirm that the information provided in this application is true and correct to the best of my knowledge and understand that any falsification of the information contained herein may serve as the basis for rejection of said application and/or termination of employment. In addition, I fully understand that my employment is contingent upon compliance with any conditions, rules, or regulations required by the Hillsdale Community Schools. I understand that prior experience and education attainment as of this date as listed in this application is complete, and no additional claims will be made following employment.

I hereby authorize educational institutions, employers, law enforcement authorities, organizations, and individuals having relevant information concerning me to release all information from their files or other sources pertaining to my personal background including, but not limited to, academic and athletic achievement, attendance, personal history, disciplinary action, credit, police, or other records to the Hillsdale Community Schools for their official use. I hereby release all persons, institutions, and organizations, individually and collectively, from any and all liability for damages of whatever kind, which may at anytime result to me, my heirs, family, or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. Should there be any questions as to the validity of this release, you may contact me.

Signature (Full Name)

Date

It is the policy of Hillsdale Community Schools not to discriminate on the basis of race, color, religion, national origin or ancestry, age, sex, height, weight, marital status, or handicap in its educational program, activities, or employment.