

# Monte Vista School District

Inspiring the Pursuit of Excellence, *One Student at a Time!*

## APPLICATION FOR SUBSTITUTE EMPLOYMENT

To Applicant:

Monte Vista C-8 is seeking high quality candidates who meet Colorado Department of Education standards for licensure or substitute authorization. For specifics on Colorado requirements please contact:

Colorado Department of Education  
Educator Licensing  
201 East Colfax Avenue  
Denver, CO 80203  
(303) 866-6628  
FAX: (303) 830-0793

Those selected for employment must:

1. Possess or be eligible to possess a Colorado teaching license or substitute authorization.

Return application and copy of Colorado teaching license or substitute authorization to:

Superintendent  
Monte Vista School District C-8  
345 East Prospect Avenue  
Monte Vista, CO 81144  
(719) 852-5996  
FAX: (719) 852-6184

*The Monte Vista School District does not unlawfully discriminate on the basis of race, color, sex, religion, national origin, ancestry, creed, age, marital status, sexual orientation, genetic information, disability or need for special education services in admissions, access to, treatment, or employment in educational programs or activities which it operates.*

*Specific complaints of alleged discrimination under Section 504 (handicap) or Title IX (sex) should be referred to: Superintendent of Schools, Monte Vista School District, 345 East Prospect Avenue, Monte Vista, Colorado 81144, phone (719)852-5996. Complaints may also be filed with the Office of Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Boulevard, Suite 310, Denver, Colorado 80204.*

Robert A. Webb  
Superintendent

345 East Prospect  
Monte Vista  
Colorado 81144  
U.S.A

Phone  
Fax  
E-mail  
Web site

719.852.5996  
719.8526184  
rwebb@monte.k12.co.us  
<http://www.monte.k12.co.us>

District Use Only

Application Received \_\_\_\_/\_\_\_\_/\_\_\_\_ License/Substitute Authorization \_\_\_\_\_

**MONTE VISTA SCHOOL DISTRICT NO. C-8**

**Application For Substitute Teacher**

(Typed Responses Preferred)

Application Date \_\_\_\_\_

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Number Street City State Zip

Current Telephone No. \_\_\_\_\_ Alternate Telephone No. \_\_\_\_\_

E-mail \_\_\_\_\_

I hereby apply and AM QUALIFIED for the following position(s):

Level	Senior High Subjects	Middle School	Elementary Grade(s)
First Choice	_____	_____	_____
Second Choice	_____	_____	_____

Do you hold a valid Colorado teaching license or substitute authorization? Yes \_\_\_\_ No \_\_\_\_  
Have applied \_\_\_\_

If "Yes", endorsements \_\_\_\_\_ and expiration date \_\_\_\_\_  
(Please attach a copy.)

**EDUCATION**

Name of college, location and date(s) attended.	Date From-To	Degree	Major	Sem. Hrs.	Minor	Sem. Hrs.
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

GRADUATE CREDIT earned since receiving most recent degree: college/date/amount of graduate credit.

\_\_\_\_\_

**CONTRACTUAL SCHOOL TEACHING AND SUBSTITUTE EXPERIENCE  
(MOST RECENT FIRST)**

Place Taught/Substituted	Assignment/ Responsibilities	Date		Name of Principal or Supervisor and Telephone Number
		From	To	
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Total number of years teaching/substitute teaching in Colorado \_\_\_\_\_ Outside Colorado \_\_\_\_\_

**OTHER RELEVANT EXPERIENCES (MOST RECENT FIRST)**

Title/Description	Assignment/ Responsibilities	Date		Name of Supervisor & Telephone Number
		From	To	
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Have you ever been dismissed from a position or asked to resign? Yes \_\_\_\_\_ No \_\_\_\_\_  
If "Yes", where, and describe reasons (attach a separate sheet if necessary.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is there anything that will appear on a criminal background check that you would like to explain?  
Yes \_\_\_\_\_ No \_\_\_\_\_  
If "Yes", provide complete details on an attached sheet of paper.  
Be advised that an affirmative answer does not disqualify an applicant.

\_\_\_\_\_  
Signature

Colorado statutes provide that this application and the information contained herein is available for public inspection.

\* \* \* \* \*

**PLEASE READ CAREFULLY BEFORE SIGNING**

I certify that the information given by me on this application and my supplement is true and correct to the best of my knowledge. I understand that false statements on this application may result in termination of employment.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of Applicant

\* \* \* \* \*