



**STUDENT TEACHING:**

Name of School:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No. \_\_\_\_\_ Ext. \_\_\_\_\_

From		To		Cooperating Teacher	Principal
Mo.	Yr.	Mo.	Yr.		

In detail, describe the work you did: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**EXPERIENCE: (most recent first)**

Please provide information covering employment experience, including time spent in military service, if any. Use the comments area at the end of this section on experience to account for any gaps in your employment.

Name and Address of Employer:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No. \_\_\_\_\_ Ext. \_\_\_\_\_

From		To		Last Salary	Reason for Leaving	Name of Supervisor
Mo.	Yr.	Mo.	Yr.			

In detail, describe the work you did: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Name and Address of Employer:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No. \_\_\_\_\_ Ext. \_\_\_\_\_

From		To		Last Salary	Reason for Leaving	Name of Supervisor
Mo.	Yr.	Mo.	Yr.			

In detail, describe the work you did: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Name and Address of Employer:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No. \_\_\_\_\_ Ext. \_\_\_\_\_

From		To		Last Salary	Reason for Leaving	Name of Supervisor
Mo.	Yr.	Mo.	Yr.			

In detail, describe the work you did: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Name and Address of Employer:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No. \_\_\_\_\_ Ext. \_\_\_\_\_

From		To		Last Salary	Reason for Leaving	Name of Supervisor
Mo.	Yr.	Mo.	Yr.			

In detail, describe the work you did: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Applicant Initial \_\_\_\_\_ - Notary Initial \_\_\_\_\_

Comments on your work experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OTHER:**

What types of machines and equipment can you operate? (if applicable): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any applicable volunteer experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please give any other information on your experience or abilities which you believe would assist us in evaluating your qualifications:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES:**

List any other persons, not relatives, who have personal knowledge of your employment or educational capabilities:

Name/Occupation	Address	Telephone	Relationship
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NOTICE: (New York State Penal Law Section 210.45) - A person is guilty of making a punishable false written statement when (s)he knowingly makes a false statement, which (s)he does not believe to be true, in a written instrument bearing a legally authorized form notice to the effect that false statements made therein are punishable. Making a punishable false written statement is a Class A Misdemeanor.

Please read this application and the following authorization over carefully, sign and have notarized below:

**The information which I have provided on this application form is true and complete. I understand that any incorrect or misleading information is cause for rejection of this application or dismissal from a job if I have been employed.**

**I grant my permission to the BOCES to contact former and current employers, law enforcement agencies, educational institutions, licensing/certifying agencies, and personal references. I authorize any and all of the above individuals and agencies to provide BOCES with the information requested, so long as the information given is relevant to the job duties/responsibilities for which I have applied, and I hereby release from liability any such individual or agency contacted by the BOCES in connection with my application.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

State of New York  
County of: \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ appeared before me \_\_\_\_\_ to me personally known to be the individual described in and who executed the foregoing instrument, and (s)he duly acknowledged to me that (s)he executed the same.

Signature of Notary: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**APPLICANT: Do not write on this page.**

Interview scheduled for: Date \_\_\_\_\_ Time \_\_\_\_\_

**Interviewed by:** \_\_\_\_\_

Comments, including reasons applicant does or does not appear to be qualified:

\_\_\_\_ Meets requirements \_\_\_\_\_

\_\_\_\_ Does not meet requirements for job \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Applicant:** \_\_\_\_\_ Accepted If rejected, give specific reasons: \_\_\_\_\_

\_\_\_\_ Rejected \_\_\_\_\_

**EMPLOYMENT REFERENCE CHECK:** (Specify supervisor contacted, date, and response)

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

**OTHER REFERENCE CHECK:**

1. \_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

**TEST RESULTS:**

Name of Test	Date	Raw Score	Rating	Analysis
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Suggested starting date: \_\_\_\_\_ Shift/hours: \_\_\_\_\_ Suggested starting salary/wage: \_\_\_\_\_

Position/assignment: \_\_\_\_\_

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_