



# Fort Larned Unified School District

## Building Bridges to the Future

120 East 6<sup>th</sup> Street – Larned, Kansas 67550

Phone: (620-285-3185 – Fax: (620) 285-2973 – Email: [supt@usd495.net](mailto:supt@usd495.net)

### APPLICATION FOR CERTIFIED POSITION

Name (Last, First, Middle) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Present Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Position For Which You Are Applying: \_\_\_\_\_

Do You Currently Hold A Kansas Certificate? \_\_\_\_\_ Endorsements \_\_\_\_\_

Have You Completed Student Teaching? \_\_\_\_\_ Where? \_\_\_\_\_

#### PLEASE PROVIDE THE FOLLOWING INFORMATION CONCERNING YOUR EDUCATION:

Undergraduate School \_\_\_\_\_ Dates \_\_\_\_\_ Degree \_\_\_\_\_ Major \_\_\_\_\_

Graduate School \_\_\_\_\_ Dates \_\_\_\_\_ Degree \_\_\_\_\_ Major \_\_\_\_\_

### PROFESSIONAL EXPERIENCE AND EMPLOYMENT HISTORY

Please list experience in chronological order, starting with the last position held. Be sure you account for all periods of time including military service and periods of unemployment, if any. Please give month and year.

Assignment	Dates	Name and Location of School or Organization	Name and Address of Immediate Supervisor
From	To		
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### PLEASE PROVIDE US WITH ANY ADDITIONAL INFORMATION YOU BELIEVE WOULD BE HELPFUL

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

### REFERENCES

Name

Address

Telephone

Official Position

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### DISCLOSURES

The responsibility that the school district has to its school children and community necessitates the following information from all applicants regarding convictions. A record of conviction does not necessarily prohibit employment; however, failure to complete this form accurately and completely may mean disqualification from consideration for employment or may be cause for dismissal if employed. Applicants must report any convictions that occur subsequent to the time they initially completed this form.

1. Have you ever been convicted of a felony or misdemeanor involving moral turpitude? (If yes, attach explanation.)  Yes  No
2. Have you ever been placed on diversion or had deferred criminal proceeding of a felony or misdemeanor involving moral turpitude? (If yes, attach explanation.)  Yes  No
3. Have you ever been convicted, placed on diversion, or are you currently charged with any violations of law other than minor traffic violations? (If yes, attach explanation.)  Yes  No
4. Has your teaching certificate or administrator certificate (or license) in any state ever been annulled, refused, suspended, or revoked? (If yes, attach explanation.)  Yes  No

**Conviction of a crime is not an automatic bar to employment. Convictions or pending charges will not be used or considered unless they are substantially related to the particular job.**

### CERTIFICATIONS

I certify that all the information provided by me in this application is true and complete.

I authorize any of the persons or organizations referenced in this application to give you any and all information concerning my previous employment, education, or any other information, personal or otherwise, with regard to any of the subjects covered by this application, and I release all such parties from any liability for any damages that may result from furnishing such information to you. I authorize any background checks by any third party.

I authorize you to request, receive and verify all information given on this application and I release you from all damages that may result from you doing so.

I certify that I have made true, correct and complete answers and statements on this application, knowing that they may be relied upon in considering my application, and I understand that any omission or falsely answered question or statement made by me on this application or anything supplemental to it, will be sufficient ground for failure to employ, or for my discharge should I become employed in the district.

**Applicant's Signature** \_\_\_\_\_

**Date** \_\_\_\_\_