



## TEACHER APPLICATION

1. Complete the teacher application by keying information into the blanks.
2. Collect the following required supporting documents:
  - Current résumé
  - Copy of Alabama teacher certificate
  - Documentation showing background check requirements are met, including fingerprinting (if not included on teacher certificate)

Email the application packet to your designated regional support center.

- Madison City Schools Support Center – Judy Bollinger – [jbollinger@madisoncity.k12.al.us](mailto:jbollinger@madisoncity.k12.al.us)
  - University of Alabama Support Center – Dr. Kevin Besnoy – [kbesnoy@ccs.ua.edu](mailto:kbesnoy@ccs.ua.edu)
  - Troy University Support Center – Reba Davis – [rrdavis@troy.edu](mailto:rrdavis@troy.edu)
3. Ask your principal to write a letter of recommendation, on school letterhead, and mail it directly to your regional support center. Addresses are available at <http://accessdl.state.al.us>. Your principal's letter of recommendation must provide information pertaining to your professional qualities/attributes and teaching abilities.
  4. You will not be considered for employment until all documentation has been received.
  5. Regional support center staff may contact you to schedule a phone interview.
  6. Teacher training is by invitation only. Once training is completed, course assignment is not guaranteed.



**For Support Center Use Only:**

Name: \_\_\_\_\_  
 \_\_\_\_\_ Date Received \_\_\_\_\_  
 \_\_\_\_\_ Résumé \_\_\_\_\_  
 \_\_\_\_\_ Teacher Certification \_\_\_\_\_  
 \_\_\_\_\_ Background check \_\_\_\_\_  
 \_\_\_\_\_ Principal's Letter \_\_\_\_\_  
 \_\_\_\_\_ Interview Date \_\_\_\_\_

Notes:

Date

Name	
Home Address	
Preferred Phone Contact Number	
Home Email Address	

Do you have high speed internet at home? Y  N

What type of computer do you have at home?

Current Status:      Employed       Retired       Other

School System and School Name (if employed):	
School Phone	
School Email Address	

**Alabama Teacher Certificate Number**

List courses you are qualified to teach (including AP). Include the <i>number</i> of years of teaching experience you have in each of these courses.			
COURSE	NUMBER OF YEARS	COURSE	NUMBER OF YEARS

List the names and contact information of three (3) professional references in the space provided.			
NAME	RELATIONSHIP	TELEPHONE	EMAIL ADDRESS

***As an ACCESS teacher, you will be required to attend online faculty meetings and participate in ongoing ACCESS professional development.***