



Carlsbad Unified School District

Personnel Services

6225 El Camino Real • Carlsbad, CA 92009

Telephone: (760) 331-5000

**Regular
Application**

**CERTIFICATED
APPLICATION FORM**
An Equal Opportunity Employer

POSITION FOR WHICH YOU ARE APPLYING: _____

Name: _____
Last First Middle

Present Address: _____
Number & Street

City State Zip Code Telephone

Permanent Address: _____
Number & Street cell phone

City State Zip Code Telephone

Email Address: _____

If there is someone who will know of your whereabouts at all times, please indicate:

Name and Relationship Address Telephone

Are you currently under contract? Yes No

If yes, with which district? _____

Date available: _____

I. TEACHING PREFERENCE Indicate your preference by marking FIRST, SECOND, THIRD choice.

Grades (K-3) _____ (4-6) _____ (7-8) _____ (9-12) _____ Spec. Ed. _____

Subjects (7-12) 1. _____ 2. _____ 3. _____

II. CERTIFICATION Valid California Credential(s) held: (List specific title including authorized fields & supplementals)

Type: _____ Expires: _____

Type: _____ Expires: _____

Have you passed CSET? Yes No MSAT? Yes No CBEST Yes No

If you are in the process of applying for a California credential, list type and date of application:

Type: _____ Date: _____

Through which college, district, or county? _____

List any foreign language you speak fluently: _____

Special: Permits, Certificates of Competence, etc.: _____

III. PROFESSIONAL TRAINING

EDUCATION: College and/or University Training – Undergraduate & Graduate

College/University & Location	Dates	Degree/Credential	Major	Minor

Number of Semester Units after date of Bachelor's Degree _____

Number of Semester Units after date of Master's Degree _____

(Quarter Units times 2/3 = Semester Units)

IV. TEACHING or ADMINISTRATIVE EXPERIENCE

City or Town	State	Name of School/District	Grade/Subject Taught and Status -Temp, Prob or Perm	Dates	
				From (Mo., Yr.)	To (Mo., Yr.)

V. OTHER VOCATIONAL EXPERIENCE (Including private school experience and Peace Corps)

Name of Employer	City and State	Type of Employment	Dates	
			From (Mo., Yr.)	To (Mo., Yr.)

VI. PROFESSIONAL REFERENCES

Please provide the names, positions, addresses, and telephone numbers of at least three references who are acquainted with your teaching ability if you have had teaching experience.

Name	Official Position	Address	Telephone

VII. CO-CURRICULAR ACTIVITIES AND/OR SPECIAL ABILITIES:

1. List sports or activities in which you have expertise and are capable of coaching:

2. List activities which you would be willing to sponsor or supervise:

VIII. Professional Fitness Questions

1. Have you ever been convicted, including a conviction based on a plea of no contest, of any felony or misdemeanor in California or any other place?

(NOTE: You must disclose your conviction even if the case was dismissed pursuant to Penal Code section 1203.4) Yes

No

If the answer is yes, you must submit a full explanation on a separate piece of paper. Include dates, location, offense and a short summary of the incident(s) that led to the conviction(s),

A conviction record is not an automatic bar to employment and the nature, recency, and disposition of an offense will be considered only as it relates to the job for which you are applying.

2. Have you ever been discharged or forced to resign from any position because of misconduct or unsatisfactory service? Yes No

If yes, attach separate sheet stating circumstances, including dates, names, address of employers and causes.

3. Are you currently the subject of any inquiry or investigation by a state or federal law enforcement agency or a licensing agency in California or any other state regarding alleged misconduct that involved children or

took place on school property? Yes No

If the answer is yes, you must submit a full explanation on a separate piece of paper. Include dates, location, agency name, and a short summary of the incident(s) that led to the investigation and the results of the investigation.

4. Do you have any physical condition or handicap, which may limit your ability to perform the position applied for?

Yes No

If yes, what can be done to accommodate your limitation?

IX. All employment with the Carlsbad Unified School District will be contingent upon the successful completion of a pre-employment physical examination, including drug testing, at District expense, and fingerprint clearance.

X. Participation in a two-year beginning teacher Induction program is required of all employees who:

1. Have taught less than two years under a preliminary California Credential
2. Have taught out-of-state for less than 5 years
3. Have completed a Level I Special Education Credential, and will be enrolling in a Level II Program within 120 days of securing employment.

I hereby certify that all statements made hereon are true and correct to the best of my knowledge and authorize investigation of all statements herein recorded. I release from all liability persons and organizations reporting information required by this application.

Date

Signature of Applicant

This school district adheres to a policy of nondiscrimination regarding race, color, ancestry, religious creed, national origin, sex, physical handicap, medical condition, or age, and complies with the requirements of Title IX in its employment practices and educational programs.

The following items must be attached to your completed application before submitting to the District for employment:

- 1) A copy of your valid California Teaching Credential, C-19 Verification letter or Temporary County Certificate
- 2) A copy of your CBEST results
- 3) A copy of your Transcripts
- 4) Resume, and letter(s) of recommendation

This application will remain on file, for consideration, for a period of 12 months. Please feel free to re-apply if you are still interested in employment in the Carlsbad Unified School District.

**CARLSBAD UNIFIED SCHOOL DISTRICT
DEMOGRAPHIC INFORMATION ON APPLICANTS**

YOUR PRIVACY IS PROTECTED

Position you applied for: _____

Date of Application: _____

Completion of this form is voluntary. This information is used to determine if our recruitment efforts are reaching all segments of the population, consistent with State and Federal equal employment opportunity laws. Your voluntary responses are treated in a highly confidential manner. **Your responses are not released to the panel rating the applications, to the selecting official/ Governing Board, to anyone else who can affect your application, or to the public.** No information taken from this form is ever placed in your Personnel file. This is vital information not available from any other source. We can only get it directly from you. Thank you for helping us to provide better service.

1. How did you learn about this position? (Check One):

- | | | | |
|-------------------------------------------------|-------|----------------------------------------------------------------------------|-------|
| On campus recruiting | _____ | Job Fair (give location) | _____ |
| District Website | _____ | Religious organization. | _____ |
| Private Website | _____ | School or college counselor | _____ |
| Other Internet Site | _____ | Poster | _____ |
| Friend or relative working for the District | _____ | State Vocational Rehabilitation Agency | _____ |
| Newspaper | _____ | Professional organization or publication | _____ |
| TV/Radio | _____ | Student association | _____ |
| Private Employment Office | _____ | State Employment Office | _____ |
| Federal, state, or local Job Information Center | _____ | District Human Resources Department (bulletin board or other announcement) | _____ |
| Other: | _____ | | |

2. Sex (Check One):

Male _____

Female _____

3. Ethnicity (Check One):

_____ Hispanic or Latino --a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

_____ Not Hispanic or Latino

4. Race (Check all that apply):

_____ American Indian or Alaska Native --a person having origins in any of the original peoples of North or South America (including Central America), and who maintains tribal affiliation or community attachment.

_____ Asian --a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, or Vietnam.

_____ Black or African American --a person having origins in any of the black racial groups of Africa.

_____ Native Hawaiian or Other Pacific Islander --a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific islands.

_____ White --a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

5. National Origin (country or region of origin):

_____ United States

_____ Mexico

_____ Canada

_____ Other (identify by country (i.e., Romania) or region (i.e., Eastern Europe))
