

**FAIRFIELD CITY SCHOOL DISTRICT  
SUBSTITUTE TEACHER/ESL TUTOR/HOME INSTRUCTOR APPLICATION**

DATE \_\_\_\_\_

CELL # \_\_\_\_\_

NAME \_\_\_\_\_

PHONE # \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

ADDRESS \_\_\_\_\_

Street

City

State

Zip Code

HOW LONG HAVE YOU BEEN A CONTINUOUS RESIDENT OF OHIO? \_\_\_\_\_

EMERGENCY CONTACT \_\_\_\_\_

Name

Relationship

Emergency Phone Number

CERTIFICATE/LICENSE TYPE \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_ DEGREE \_\_\_\_\_

AREA OF CERTIFICATION/LICENSURE \_\_\_\_\_

**PLEASE CIRCLE**

**DAYS I AM AVAILABLE TO SUBSTITUTE:**

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

**I WOULD PREFER TO SUB:**

Fairfield City Schools	PK-3	Fairfield City Schools	1-6
Fairfield City Schools	7-12	Fairfield City Schools	4-9

Pursuant to Sections 3319.291, 3319.39 and 109.57 of the Revised Code, the Board of Education of the Fairfield City School District does initiate an investigation by the Superintendent of the Bureau of Criminal Identification and Investigation of the State of Ohio (hereafter B.C.I.&I.) for all new employees to verify that no person has been convicted of or pled guilty to certain criminal offenses. Your response to the following question is therefore required:

Have you ever been convicted of or pled guilty to, or are you currently charged with, any felony, any violation of Sections 2903.01, 2903.02, 2903.03, 2903.04, 2903.11, 2903.12, 2903.13, 2903.16, 2903.21, 2903.34, 2905.01, 2905.02, 2905.04, 2905.05, 2907.02, 2907.03, 2907.04, 2907.05, 2907.06, 2907.07, 2907.08, 2907.09, 2907.12, 2907.21, 2907.22, 2907.23, 2907.25, 2907.31, 2907.32, 2907.321, 2907.322, 2907.323, 2911.01, 2911.02, 2911.11, 2911.12, 2919.12, 2919.22, 2919.24, 2919.25, 2923.12, 2923.13, 2923.161, 2925.02, 2925.03 or 3716.11 of the Revised Code, any comparable statute or ordinance of any other state or municipality or any offense of violence, theft offense (as defined in R.C. 2913.01), drug abuse offense (as defined in R.C. 2925.01) which is not a minor misdemeanor, or any misdemeanor sex offenses?

ANSWER BY SIGNING YOUR NAME AT THE APPROPRIATE ANSWER:

No \_\_\_\_\_ Yes \_\_\_\_\_

(Over)

**READ CAREFULLY**

Due to the length of time required for completion of the records check, it may occasionally be necessary to employ a person prior to the Board of Education having received the results of the criminal records investigation. In these cases, the Board of Education shall rely on the applicant information provided in the employment application. However, by signing this document, I specifically agree that if I am employed by the Board of Education prior to its receipt of a response from B.C.I.&I., my employment shall be contingent upon subsequent receipt by the Board of Education of a report from B.C.I.&I., which is consistent with my answer to the above question. In the event I have been employed prior to the Board of Education having received a report from B.C.I.&I., and a subsequent report from B.C.I.&I. is received which is not consistent with my answer to the above question, I specifically agree that the action of the Board of Education employing me shall be void without any further act by either party, and that my employment will terminate immediately without the necessity of proceedings to formally terminate my contract of employment.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

**Please be advised that in order to be recommended for employment as a substitute teacher, you will be:**

1. Required to present an official college/university transcript(s) from all institutions attended.
2. Required to present a copy of a valid Ohio teaching certificate/license, or Ohio substitute teaching license.
3. Subject to a background check with fingerprint impressions by the Bureau of Criminal Identification and Investigation at your own expense of \$22. An additional fee of \$24.00 will be required for a nationwide FBI check. Applicants who do not satisfactorily complete the background checks will not be given further consideration for a position as a substitute teacher.

*I certify that all of the above information is complete and accurate and is submitted with the intent that the Board of Education will rely on this information in making its employment decisions.*

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

\_\_\_\_\_  
Date