

This application must be filled in completely and accurately for processing along with accompanying letter and resume.

Personal Data

Application Date _____
mm / dd / yyyy

Applicant Name _____
Last First M.I.

Social Security Number _____ - _____ - _____

Other name(s) in which records might be recorded _____

Religious Affiliation _____ Practicing Catholic? Yes No

Parish _____

Address _____
Street Apt. #

City State Zip

Phone Number _____

E-mail Address _____

Years of teaching experience: _____ Contract _____ Substitute _____ Total

Years	Months	School Name / City, State
-		
Position	Grade(s) or Subject(s)	Reasons for leaving

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-		
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-		
Position	Grade(s) or Subject(s)	Reasons for leaving

Educational Data

Of the twelve years you spent in elementary and secondary school, how many were in Catholic school? _____

Institutions of Higher Learning Attended

College / University	Location	Dates Attended	Credits / Semester Hrs.	Credits / Qtr Hrs.
		-		
		-		
		-		

Degree(s) Attained

Degree (MA, BA, etc.)	Date/Year	College / University	Major	Minor

Do you hold a valid Teacher's License? Yes No

If Yes, please complete and provide a copy of your current license.

State Type Number Exp. Date

Special Qualifications

Do you have administrator qualifications? Yes No

If yes, please specify: Graduate Degree _____
 State Certification / License No. _____
 State _____
 Years Experience _____

If Catholic, are you interested / willing to teach elementary school religion at the present? Yes No

Do you have a major / minor in theology or religious studies? Yes No

If yes, please specify: College / University _____
 Date _____

Do you have diocesan certification for teaching religion in the schools? Yes No

If yes, please specify: Diocese _____
 Year _____

Safe Environment Training

Have you attended a Safe Environment Training Session?

Yes No

If yes, please specify and provide a copy of the certificate.

Date _____
 Location _____

References

Have you ever been employed by the Dominican Campus?

Yes No

If yes, under what name? _____

If yes, which schools?

	-
<i>School</i>	<i>Years</i>
	-
<i>School</i>	<i>Years</i>
	-
<i>School</i>	<i>Years</i>

List three (3) references below. If you have had teaching experience, name all principals under whom you have taught within the last eight (8) years. If you have had no teaching experience, list the names of previous employers and/or supervisory teachers.

Name	Address/City/State	Phone Number	Institution / Organization	Position

I hereby attest to the accuracy and completeness of all information provided above. I understand references will be contacted, and a reference check may be made to verify information provided.

Applicant Signature

Date

Return the completed application, resume, cover letter, three letters of reference, official transcript(s) to:

Overbrook School - Teacher Application
 4210 Harding Pike
 Nashville, TN 37205
 (615) 292-5134

or email resume, application, letters of reference, and cover letter to : osprincipal@overbrook.edu and mail official transcripts.