



For Office Use Only:	Revised 01/2020
Grade level preference _____ (in order of preference)	
Degree _____	
Certified: State _____ ACSI _____	
Major _____ Minor _____	
Bible class(es) _____	
Substitute _____ YES _____ NO	

INITIAL TEACHER APPLICATION

We appreciate your interest in Laramie Christian Academy. Please complete this application and email it to laramiechristianacademy@gmail.com, or mail it to PO Box 1504, Laramie, WY, 82073. If it appears you may qualify, an interview will be scheduled and your references will be contacted.

Date _____

**Please attach additional pages if more space is needed to complete any part of this application.*

A. PERSONAL INFORMATION

Full Name: ()Dr. ()Mr. ()Mrs. ()Miss _____

Present Address _____
Street City State Zip

How long have you lived at the above address? _____ Email address: _____

Phone: Days() _____ Evenings() _____

Permanent Address _____
Street City State Zip

B. PROFESSIONAL QUALIFICATIONS

University/College	Degree	Date Received	Area(s) of Emphasis
			Major(s): Minor(s):
			Major(s): Minor(s):
			Major(s): Minor(s):

Special Abilities Please list activities or sports which you would be capable of and willing to direct, sponsor, advise, or coach. (Indicate grade or ability levels)



C. EXPERIENCE

Sequentially list your classroom teaching experience with most recent first.

Name of School	Dates of Service	Grade(s)	Name of Administrator	Telephone Number

Total years of teaching experience: Public _____ Christian _____

List grade level preference (in order of preference) _____

List any books or articles you have read recently that have helped you to grow professionally: _____

Reason for leaving your most recent position? _____

TEACHING CREDENTIALS OR CERTIFICATES:

Do you have a valid state teaching certificate? _____ What State? _____

What level? Early childhood _____ Elementary _____ Secondary _____

Are you certified as a teacher with the Association of Christian Schools International (ACSI)? _____

What type? Temporary _____ Standard _____ Professional _____

What level? Elementary _____ Secondary _____ Valid until what year? _____

If you are not ACSI certified, would you be interested in securing ACSI certification? _____

List any other educational advantage you have had, including opportunities for travel: _____

Have you taken a Philosophy of Christian Education course? _____

Do you have any Bible classes on your transcript? If so, what? _____

In the event you are not hired for this position, are you willing to serve as a substitute teacher? _____



D. CHRISTIAN BACKGROUND

**Reminder: Please attach additional pages if more space is needed to complete any part of this application.*

Give a brief account of your Christian experience: _____

What is your denominational preference? _____

What is your local church affiliation? _____

In what church activities are you involved and with what degree of regularity? _____

What books have you read recently that have helped you spiritually? _____

Have you read the LCA Statement of Faith and Commitment, and can you sign it without reservation? _____

E. REFERENCES

Give three (3) references who can testify as to your Christian service and character. List your pastor first.

Name	Position	Address	Phone Number

Give two (2) references who are qualified to speak of your professional training and experience. List your current or most recent principal or supervisor.

Name	Position	Address	Phone Number

F. PERSONAL INTERESTS

List membership, offices, and honors obtained in:

High School _____

College _____

Community / Church _____



G. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Laramie Christian Academy does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand that I will be paid and receive benefits only through the day of release.

I authorize Laramie Christian Academy to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the job.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure. In addition, I hereby release the school, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. I waive the right to ever personally view any references given to the school.

Since I will be working with children, I understand that I must submit to a background check. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or to reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant

Date

**To complete this application,
please attach:**

- Copy of transcript(s)
- Copy of teaching certificate(s)

Please acknowledge:

- I understand that this application is not complete until I submit a copy of a transcript and teaching certificate(s).
- I understand that my being hired is contingent upon reading the LCA Statement of Faith and Commitment, and signing it without reservation.

