



LTTS Charter School, Inc.  
2616 N. MacArthur Blvd.  
Irving TX 75062  
Ph: 972-255-1800  
Fax: 972-255-6122

## TEACHER APPLICATION FORM

Please check the corresponding box:  
 Campus # 101 Irving  
 Campus #102

### PERSONAL DATA

(LAST NAME) \_\_\_\_\_ (FIRST) \_\_\_\_\_ (MI) \_\_\_\_\_

Other Name(s) \_\_\_\_\_

*Please provide any additional information relative to change of name, use of an assumed name, or nickname necessary to enable a check on your work or school record.*

**NOTE:** If a married woman, applicant should use name as submitted for Federal Income Tax purposes. Present

Address: \_\_\_\_\_

Permanent Address:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Social Security No.: \_\_\_\_\_

### STATEMENTS OF INSTRUCTION AND POLICY

1. The Superintendent on an as-needed basis will arrange all personnel interviews. An applicant who meets the preliminary requirements for the position will be notified by the Superintendent to schedule an interview with a principal and/or campus interview team, program director, or coordinator.
2. This application will remain in our active files for two years following the filing date. Applications are destroyed at that time unless there is a written request for an extension.
3. An applicant with a bachelor's degree earned five or more years ago should have considerable progress toward a graduate degree. This is essential for professional growth and higher levels of performance competency.
4. Each applicant should very carefully edit the data provided before submitting this form to the Superintendent.

### FIELD OF SERVICE PREFERRED

First Choice: Grade Level: \_\_\_\_\_ Subject Area: \_\_\_\_\_

Second Choice: Grade Level: \_\_\_\_\_ Subject Area: \_\_\_\_\_

# EDUCATION

## Institutions of Higher Learning Attended

COLLEGE/UNIVERSITY ATTENDED	LOCATION	MAJOR SUBJECT	MINOR SUBJECT	G P A	DATES	DEGREE AND MO/YR CONFERRED

## Areas of Certification

### Texas Certification:

One Year: \_\_\_\_\_ Elementary: \_\_\_\_\_  
Provisional: \_\_\_\_\_ Secondary: \_\_\_\_\_  
Professional: \_\_\_\_\_ All Level: \_\_\_\_\_

### Teaching Fields as Shown on Certificate

1. \_\_\_\_\_ 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

Where applicable, show anticipated or actual date taken for:

TECAT: \_\_\_\_\_ TOPT: \_\_\_\_\_ Other: \_\_\_\_\_

### ExCET:

Date: \_\_\_\_\_ Area: \_\_\_\_\_  
Date: \_\_\_\_\_ Area: \_\_\_\_\_

Date: \_\_\_\_\_ Area: \_\_\_\_\_  
Date: \_\_\_\_\_ Area: \_\_\_\_\_

## Out-of-State Certification

State: \_\_\_\_\_ Type: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

### Certified Teaching Fields

1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

Have you ever had a temporary or emergency permit in Texas?

\_\_\_ No \_\_\_ Yes, for the school year(s): \_\_\_\_\_ in \_\_\_\_\_ (area)

## Summary of College and University Credits

List subjects with twelve or more hours of credit. (Do not include education hours)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

If you are applying for an elementary position, please furnish the semester hours you have earned in:

Reading \_\_\_\_\_ Mathematics \_\_\_\_\_ Science \_\_\_\_\_ English \_\_\_\_\_

Social Studies \_\_\_\_\_ Special Education \_\_\_\_\_ Foreign Language \_\_\_\_\_

## STUDENT TEACHING EXPERIENCE

DATE	PRINCIPAL	SUBJECT/ GRADE LEVEL	COOPERATING TEACHER	SCHOOL	SCHOOL DISTRICT & ADDRESS	COLLEGE/ UNIVERSITY

## MISCELLANEOUS

1. Please list any extracurricular or academic competition activities in which you are interested and qualified to sponsor or direct.

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2. List membership in professional organizations.

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3. If not currently employed in a teaching position for a year or more, state where and how you have been occupied during this interval. (Give locations and dates)

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4. Name and location of the high school from which you graduated.

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5. Please account for any travel or residence within any state outside Texas or in a foreign country.

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6. Please list any special honors or achievements while attending your college and/or university.

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**EXPERIENCE IN SCHOOL WORK**

Experience in schoolwork, as requested below, should include only teaching or administrative experience in a daily-accredited private or public school, college, or university on a regular full-time basis as accepted by the Texas Education Agency. *Do not include substitute or student teaching experience.*

DISTRICT	LOCATION	STATE	DATE	YEARS	SUBJECT/GRADE TAUGHT OR OTHER ASSIGNMENTS

**ALTERNATIVE TEACHER CERTIFICATION INTERNSHIP**

DATES/ GRADE LEVEL	SUBJECT	SCHOOL	SCHOOL DISTRICT	PRINCIPAL

## **NARRATIVE**

Please express your views as to why and how you could be a successful member of the Universal Academy staff. Your remarks should be limited to one page.

## INTERVIEW QUESTIONS

1. Describe your style of teaching.

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2. What three words would your students use to describe you as a teacher?

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3. How do you individualize your teaching?

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4. How and when do you discipline a student?

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**REFERENCES**

University address and phone number where placement file is located:

University Name: \_\_\_\_\_

University Address: \_\_\_\_\_

University Phone Number: \_\_\_\_\_

Experienced teachers should submit names of former principals and/or supervisors. Inexperienced teachers should submit names of supervising teachers in the student teaching experience.

NAME	MAILING ADDRESS	POSITION	(AC) PHONE NO.	

I, hereby certify that the information presented in this application to the best of my knowledge is true, accurate, and complete. Any falsification of this record will be sufficient cause for disqualification. Furthermore, it is understood that this application becomes the property of the LTTS Charter School, Inc. School District which reserves the right to accept or reject it. I hereby authorize the LTTS Charter School, Inc. School District to contact the references listed on this application and to obtain any criminal history record information relevant to this application for employment from any pertinent source in accordance with the provisions of the Texas Education Code Section 21.917.1 further authorize any law enforcement agency, including, but not limited to, any police department or the Department of Public Safety as well as the Texas Department of Corrections to furnish LTTS Charter School, Inc. School District any such record. References, placement folder information, and information which become a part of this record may be revealed to all persons who participate in the selection of employees.

Today's Date: \_\_\_\_\_

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

Date Available: \_\_\_\_\_

*An Equal Opportunity Employer*

**FOR LTTS CHARTER SCHOOL, INC. PERSONNEL OFFICE USE ONLY**

Interviewed By

Name	Date	Score (1-10)
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Tracking Distribution of Application

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

Date Received \_\_\_\_\_

Reactivated Date \_\_\_\_\_

Acknowledge Date \_\_\_\_\_

Criminal History \_\_\_\_\_