

CERTIFIED SUBSTITUTE TEACHER APPLICATION

Contact Information			
Legal Name:	First	Middle	Surname
Full Mailing Address:	Box/Street	Town	Postal Code
Preferred phone number:	☐ Cell ☐ Home	Secondary phone number:	☐ Cell ☐ Home
Email Address:			

Alberta Teaching Certificate	
Number:	☐ Permanent ☐ Interim
Expiry Date: MM/DD/YYYY	

Education	
Major:	Grade Levels:
Minor:	Grade Levels:

I am willing to work at:	
✓ School (Grades taught)	Location
All Schools	
Ecole Routhier (K-6)	Falher
G.P. Vanier (7-12)	Donnelly
H.P. Elementary (K-6)	High Prairie
Prairie River (7-9)	High Prairie
E.W. Pratt (10-12)	High Prairie
Prairie View Outreach (7-12)	High Prairie
Joussard (K-6)	Joussard
Kinuso (K-12)	Kinuso
C.J. Schurter (K-3)	Slave Lake
E.G. Wahlstrom (4-6)	Slave Lake
Roland Michener (7-12)	Slave Lake
Lakeside Outreach (7-12)	Slave Lake

I am willing to work with:	
✓ Grade(s)	
All Grades	
K	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	

As a Certified Teacher, I am willing to teach:		
✓	Subjects	
	All Subjects	
	English/L.A.	Drama
	Math	Art
	Social Studies	Music
	Science	Band
	Biology	Technology/Computers
	Chemistry	Business Education
	Physics	Cosmetology
	French (2 nd Language)	Cooking
	French Immersion	Sewing
	Cree (2 nd Language)	Industrial Arts/Shop
	Inclusive Education	Outdoor Education
	Physical Education	Indigenous Education

Required Documents Should the following documents not be included with your application it will not be processed:
☐ Current Resume ☐ 3 Professional References (include current email address and phone number) ☐ Teacher Quality Service (TQS) ☐ Copy of Valid Teaching Certificate ☐ Current Criminal Records Check (CRC) - Request CRC that includes Vulnerable Sector Check - Must be less than 6 months old - Must be an original (no photocopies-original will be returned to applicant)

Applicant Signature:	Date:
Please return this form and all attachments to High Prairie School Division Box 870, High Prairie, AB T0G 1E0 Inquires: Please email HR@hpsd.ca or Call 780-523-3337 High Prairie School Division appreciates all applications, but only the candidates chosen will be contacted.	

Approval Signature:	Date:
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