



STANDARD APPLICATION

For Teaching Positions with CGE

(PLEASE FILL IN)

POSITION(S) DESIRED _____

NAME _____
 LAST FIRST MIDDLE NATIONALITY

PRESENT ADDRESS _____
 STREET (AREA CODE) TELEPHONE
 CITY STATE ZIP CODE

PERMANENT ADDRESS _____
 STREET (AREA CODE) TELEPHONE
 CITY STATE ZIP CODE

E-MAIL ADDRESS FOR BEST CONTACT: _____

LIST, IN ORDER OF PREFERENCE, THE GRADES, SUBJECTS AND/OR POSITIONS FOR WHICH YOU ARE APPLYING:

1. _____ 2. _____ 3. _____

CERTIFICATION

AREA OF CERTIFICATION	ISSUING STATE	DATE ISSUED

HAVE YOU TAUGHT OVERSEAS BEFORE? _____

IF YES, NAME COUNTRY AND SCHOOL? _____

DATE AVAILABLE FOR EMPLOYMENT _____

IF YOU ARE EMPLOYED WITH A CGE PARTNER, ARE YOU INTERESTED IN CGE'S LOCAL SERVICE LEARNING STRATEGIES? YES NO

LOCALLY YES NO REGIONALLY YES NO

EDUCATIONAL BACKGROUND

	SCHOOL OR INSTITUTION AND LOCATION	MAJOR/ MINOR	DIPLOMAS, DEGREES OR CREDITS EARNED	GRADE POINT AVERAGE (GPA)
HIGH SCHOOL				
COLLEGE/UNIVERSITY				
COLLEGE/UNIVERSITY				
GRADUATE STUDY				
GRADUATE STUDY				

EXPERIENCE

(PRESENT AND/OR TWO MOST RECENT JOBS)

Dates		Name of Employer and Address			Your Title	
From						
To						
		(Area Code) Telephone:				
Work Performed:				Reason for Leaving:		
Name & Title of Supervisor:				Final Yearly Salary:		
Dates		Name of Employer and Address			Your Title	
From						
To						
		(Area Code) Telephone:				
Work Performed:				Reason for Leaving:		
Name & Title of Supervisor:				Final Yearly Salary:		
Dates		Name of Employer and Address			Your Title	
From						
To						
		(Area Code) Telephone:				
Work Performed:				Reason for Leaving:		
Name & Title of Supervisor:				Final Yearly Salary:		

Please list activities that you are qualified to supervise or coach:

If you have not been previously employed in a teaching position, please complete the following:

STUDENT OR PRACTICE TEACHING

GRADE OR SUBJECT TAUGHT	NAME AND ADDRESS OF SCHOOL	1. COLLEGE SUPERVISOR 2. COOPERATING TEACHER
		1.
		2.
		1.
		2.

Student Teaching References:

Please attach photocopies of letters of reference and/or evaluations from your college/university student teacher supervisor and cooperating teacher(s).

REFERENCES

References should include superintendents, principals or professors who have first-hand knowledge of your professional competence and your personal qualifications. Experienced teachers should include the superintendent and principal of the two most recent schools in which employed.

NAME	POSITION	ADDRESS	TELEPHONE

OTHER QUALIFICATIONS

Summarize special job-related skills and qualifications acquired from employment or other experiences (including U.S. military service) and/or state any additional information you feel may be helpful in considering your application, e.g. honors, awards, activities, technology skills or professional development activities:

GENERAL BACKGROUND INFORMATION

You must give complete answers to all questions. If you answer "Yes" to any question, you must list all offenses, and for each conviction provide date of conviction and disposition, regardless of the date or location of occurrence. Conviction of a criminal offense is not a bar to employment in all cases. Each case is considered on its merits. Your answers will be verified with appropriate police records.

Criminal Offense includes felonies, misdemeanors, summary offenses and convictions resulting from a plea of "nolo contendere" (no contest).

Conviction is an adjudication of guilt and includes determinations before a court, a district justice or a magistrate, which results in a fine, sentence or probation.

You may omit: minor traffic violations, offenses committed before your 18th birthday which were adjudicated in juvenile court or under a Youth Offender Law, and any convictions which have been expunged by a court or for which you successfully completed an Accelerated Rehabilitative Disposition program.

Were you ever convicted of a criminal offense? Yes No

Are you currently under charges for a criminal offense? Yes No

Have you ever forfeited bond or collateral in connection with a criminal offense? Yes No

Within the last ten years, have you been fired from any job for any reason? Yes No

Within the last ten years, have you quit a job after being notified that you would be fired? Yes No

Have you ever been professionally disciplined in any state? Yes No

Professional disciplined means the annulment, revocation or suspension of your teaching certification or having received a letter of reprimand from an agency, board or commission of state government, such as the Pennsylvania Professional Standards and Practices Commission.

Are you subject to any visa or immigration status that would prevent lawful employment? Yes No

Note: If you answered "Yes" to any of the above questions, please provide a detailed explanation on a separate sheet of paper, including dates, and attach it to this application. Please print and sign your name on the sheet, and include your social security number.

ESSAY

Please write an essay as described below. For your convenience, you may use page 6 of this document or you may attach a sheet; however, your essay may not exceed one page. At the bottom of the attachment, please print and sign your name.

ESSAY

We are interested in your ability to organize and express thoughts on a specific topic in a succinct manner. Please write a paragraph of 350-500 words on two (2) of the following topics and paste into the space below.

1. The most important characteristics of an outstanding educator.
2. My philosophy of teaching, volunteer service and sharing as it applies to the overseas teaching experience.
3. The importance of connecting with home country networks and professional development and how I plan to accomplish this from an overseas position.
4. Essential elements of instruction, culture and global awareness.
5. How information technology (i.e., computers, Internet) can be integrated into the instructional process and curriculum.

CERTIFICATION AND RELEASE AUTHORIZATION

I certify that all of the statements made by me are true, complete and correct to the best of my knowledge and belief, and are made in good faith. I further certify that I am the sole author of the essay. I understand that any misrepresentation of information shall be sufficient cause for: (1) rejecting my candidacy, (2) withdrawing of any offer of employment, or (3) terminating my employment.

Date

Signature of Candidate
[Must be scan of original signature]

“I attest that the signature above is a scan of my signature and that it represents the true statements inserted in this document.” Fill in your full name below to signify that this is correct and that you authorize this information to be used to find a job opportunity through CGE.

First

Middle

Last

Insert Essay answers here: Please Title your Paragraphs and then insert the paragraph content below the title.