

SUBSTITUTE TEACHER REQUIREMENTS

You must satisfy both certification and educational requirements to be considered for hire as a substitute teacher.



CERTIFICATION REQUIREMENTS

You must have been awarded one of the following:

- *TEACHING CERTIFICATE
- *CERTIFICATE OF ELIGIBILITY
- *GEORGIA SUBSTITUTE TEACHER CERTIFICATE



For more information on obtaining a substitute teacher certificate visit www.mgresa.org.



EDUCATIONAL REQUIREMENTS

You must have achieved one of the following:

- *Associates degree or higher from an accredited institution
- *Minimum of 60 semester hours with grades of "C" or higher from an accredited institution
- *Passing scores on a PSC approved paraprofessional assessment



For more information on the paraprofessional assessment test contact the testing department at Central Georgia Technical College at 478.218.3390.

You must complete an online application at www.hcbe.net/substituteteacher. When the job posting is available for substitute teacher you must submit your application specifically to the substitute teacher job number. Certificate and transcripts/test scores must be uploaded to your online application under "supplemental materials". Certified teachers are required to upload only their official teaching certificate.

Please contact the Human Resources Department at 478.988.6138 if you need assistance or have questions.

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