CHECKLIST FOR COMPLETION OF AN APPLICATION MATERIALS PACKET

□ Cover Letter
□ Resume
□ District Application Form
□ Copy of Transcript
□ A Set of Self-Managed Credentials
  • Cover page
  • Candidate data page
  • Student teacher evaluations
  • Reference letters

Additional materials that may be requested:

□ Teaching philosophy statement
□ Responses to specific application questions
□ Copy of Teaching Certificates or verification that you have applied for certification
□ Contact list of references

Keeping track of your applications

□ Employer _________________________________
□ Date Submitted ____________________________