

**SUBSTITUTE  
APPLICATION**



**REGENTS**

SCHOOL OF CHARLOTTESVILLE

200 Bob Finley Way Charlottesville, VA 22903 \* 434-293-0633 \* [www.regents-school.org](http://www.regents-school.org)

Your interest in Regents School is appreciated, and we look forward to receiving your application soon. If it appears that you may be qualified for a substitute position, a personal interview will be arranged.

Date of Application: \_\_\_\_\_

**PERSONAL INFORMATION**

Applicant Name: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Email: \_\_\_\_\_

Church Name: \_\_\_\_\_

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

Pastor: \_\_\_\_\_ Pastor Phone: \_\_\_\_\_

Please list any organizations in which you actively participate:

\_\_\_\_\_  
\_\_\_\_\_

**BACKGROUND**

Are you a citizen of the United States?    yes        no

Are you legally eligible to work in the United States?    yes        no

In compliance with the Immigration and Reform and Control Act of 1986, you will be required to verify and document your employment eligibility if hired.

Have you ever been convicted of a crime?    yes        no

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Have you ever been dismissed for misconduct or unsatisfactory performance or been forced to resign from a job? \_\_\_\_\_

Do you have any recurring illnesses or other difficulties that may, at any time, affect your teaching ability?    yes    no  
If yes, please explain: \_\_\_\_\_

**ASSIGNMENT PREFERENCES**

Please select all grade levels that you are interested in serving:

- |                                       |                                       |  |   |   |
|---------------------------------------|---------------------------------------|--|---|---|
| <input type="checkbox"/> Kindergarten | <input type="checkbox"/> Third Grade  | <input type="checkbox"/> Sixth Grade   | <input type="checkbox"/> Ninth Grade    | <input type="checkbox"/> Twelfth Grade        |
| <input type="checkbox"/> First Grade  | <input type="checkbox"/> Fourth Grade | <input type="checkbox"/> Seventh Grade | <input type="checkbox"/> Tenth Grade    | <input type="checkbox"/> Grammar School Music |
| <input type="checkbox"/> Second Grade | <input type="checkbox"/> Fifth Grade  | <input type="checkbox"/> Eighth Grade  | <input type="checkbox"/> Eleventh Grade | <input type="checkbox"/> Grammar School Art   |

If you selected seventh grade or higher, please select all subject areas that you are most comfortable with:

- |  |   |  |                                |
|--|---|--|--------------------------------|
| <input type="checkbox"/> History: Ancient      | <input type="checkbox"/> Pre-Algebra, Algebra I, & Algebra II | <input type="checkbox"/> Chemistry           | <input type="checkbox"/> Latin |
| <input type="checkbox"/> History: Medieval     | <input type="checkbox"/> Geometry                             | <input type="checkbox"/> Logic               | <input type="checkbox"/> Music |
| <input type="checkbox"/> History: Early Modern | <input type="checkbox"/> Pre-Calculus & Calculus              | <input type="checkbox"/> Rhetoric            | <input type="checkbox"/> Art   |
| <input type="checkbox"/> History: American     | <input type="checkbox"/> Life Science & Biology               | <input type="checkbox"/> Theology            |                                |
| <input type="checkbox"/> English               | <input type="checkbox"/> Physical Science & Physics           | <input type="checkbox"/> Old & New Testament |                                |

**EDUCATION**

Use additional paper if needed.

College/University: _____	College/University: _____
Address: _____	Address: _____
_____	_____
Major: _____	Major: _____
Minor: _____	Minor: _____
Inclusive Dates: _____	Inclusive Dates: _____
Degree: _____	Degree: _____

**TEACHING EXPERIENCE**

Use additional paper if needed.

School: _____	School: _____
Address: _____	Address: _____

\_\_\_\_\_  
Grades/Subjects: \_\_\_\_\_

\_\_\_\_\_  
Grades/Subjects: \_\_\_\_\_

\_\_\_\_\_  
Inclusive Dates: \_\_\_\_\_

\_\_\_\_\_  
Inclusive Dates: \_\_\_\_\_

Final Salary: \_\_\_\_\_

Final Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Please list any teaching or professional certifications that you currently hold: \_\_\_\_\_

\_\_\_\_\_  
Please list any other experience relevant to teaching: \_\_\_\_\_

\_\_\_\_\_

**OTHER WORK EXPERIENCE**

Use additional paper if needed.

Job Title: \_\_\_\_\_

Job Title: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer: \_\_\_\_\_

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

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

\_\_\_\_\_  
Supervisor: \_\_\_\_\_

\_\_\_\_\_  
Supervisor: \_\_\_\_\_

Supervisor Phone: \_\_\_\_\_

Supervisor Phone: \_\_\_\_\_

Inclusive Dates: \_\_\_\_\_

Inclusive Dates: \_\_\_\_\_

Final Salary: \_\_\_\_\_

Final Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**STATEMENT OF FAITH**

The Statement of Faith forms the foundation of beliefs upon which Regents was established. The substance of these statements is considered primary doctrine of Regents.

1. We believe the Bible alone to be the word of God, the ultimate and infallible authority for faith and practice.

2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. He is omnipotent, omniscient, and omnipresent.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
4. We believe that, for the salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely necessary.
5. We believe that salvation is by grace through faith alone.
6. We believe that faith without works is dead.
7. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
8. We believe in the resurrection of both the saved and the lost; they that are saved to the resurrection of eternal life and they that are lost to eternal damnation.
9. We believe in the spiritual unity of all believers in our Lord Jesus Christ.

I believe in and assent to the above Statement of Faith, and, if employed by Regents School, I will faithfully teach all courses based on the Statement of Faith as the foundation of all true learning.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

REFERENCES
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Please give the names of individuals who can attest to your character and teaching abilities. Include a pastor, principal (if prior teaching experience), a supervisor from a previous non-teaching job (if applicable), and a personal reference. Be sure that at least one of these references was a direct supervisor overseeing your work in whatever capacity.

PASTOR

PRINCIPAL

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

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

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

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

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

SUPERVISOR

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

PERSONAL

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

I warrant that the representations made herein are true.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

*Regents School does not discriminate on the basis of race, color, national, or ethnic origin in the administration of its educational, admission, financial aid, or employment policies, or any other programs administered by the school.*

OFFICE USE ONLY	
Application Received	Date ___/___/___
Transcripts Received	Date ___/___/___
References Checked	Date ___/___/___
Interview Scheduled	Date ___/___/___