

|                              |                |                                     |
|------------------------------|----------------|-------------------------------------|
| FOR OFFICE USE ONLY:         | Date: _____    | New York State Law Prohibits        |
|                              | Sent for _____ | Discrimination Because of Race,     |
|                              | Received _____ | Color, Creed, Nationality, Sex, Age |
| Letter of Application _____  |                | Disability or Marital Status        |
| References _____             |                |                                     |
| No Opening Letter _____      |                |                                     |
| Position Filled Letter _____ |                |                                     |

**TEACHING ASSISTANT APPLICATION FOR POSITION IN  
RAVENA-COEYMANS-SELKIRK CENTRAL SCHOOL  
26 Thatcher Street, Selkirk, NY 12158  
(518)756-5200  
Fax: (518)767-2644**

Date \_\_\_\_\_ Name \_\_\_\_\_ Social Security No. \_\_\_\_\_  
 Present Address \_\_\_\_\_ Tel. No. \_\_\_\_\_  
 Permanent Address \_\_\_\_\_ Tel. No. \_\_\_\_\_  
 (if different from above)  
 Present Position \_\_\_\_\_  
 Do you have a legal right to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If not, why? \_\_\_\_\_  
 Are you registered with Civil Service? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_  
 Have you been fingerprinted through the State Education Dept. before? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_  
 Are you able to perform the duties of a teaching assistant, with or without reasonable accommodations?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ If no explain: \_\_\_\_\_

**POSITION DESIRED** (Please number specific areas according to preference; 1-1<sup>st</sup> choice, 2-2<sup>nd</sup> choice.)

| Elementary       | 1 <sup>st</sup><br>Choice | 2 <sup>nd</sup><br>Choice | Secondary        | 1 <sup>st</sup><br>Choice | 2 <sup>nd</sup><br>Choice | Subject    | 1 <sup>st</sup><br>Choice | 2 <sup>nd</sup><br>Choice |
|------------------|---------------------------|---------------------------|------------------|---------------------------|---------------------------|------------|---------------------------|---------------------------|
| A.W. Becker      |                           |                           | Middle<br>School |                           |                           | Elementary |                           |                           |
| P.B.<br>Coeymans |                           |                           | High School      |                           |                           | Secondary  |                           |                           |

**CERTIFICATION** Are you certified as a teaching assistant? Yes \_\_\_\_\_ No \_\_\_\_\_

List below all teaching assistant certificates which you now hold, including any out of state.

| STATE | TITLE | TEMP. | CONTIN. | NUMBER | DATE ISSUED |
|-------|-------|-------|---------|--------|-------------|
|       |       |       |         |        |             |
|       |       |       |         |        |             |

List types of any certificates for which you are working, and the date you expect to receive them.

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**IN UP STATE NEW YORK'S CAPITAL DISTRICT  
EDUCATIONAL AND/OR PROFESSIONAL TRAINING**

| Name School or<br>Institution, City & State | Major | Degree or Diploma | Date | Time Spent | Number of<br>Credits |
|---|-------|-------------------|------|------------|----------------------|
| College(s)                                  |       |                   |      |            |                      |
|   |       |                   |      |            |                      |
| Graduate Work                               |       |                   |      |            |                      |

**RECORD OF WORK EXPERIENCE**

Please list in strict chronological order all work experience including present position acquired since graduation from high school including military service.

| Dates |    | Name & Address of Employer | Position | Salary | Reason for Leaving |
|-------|----|----------------------------|----------|--------|--------------------|
| From  | To |                            |          |        |                    |
|       |    |                            |          |        |                    |
|       |    |                            |          |        |                    |
|       |    |                            |          |        |                    |
|       |    |                            |          |        |                    |

Enumerate other experiences which may be related to teaching assistant or from which you feel you gained something of value \_\_\_\_\_

What activities, clubs or athletics did you participate in while in high school and college? \_\_\_\_\_

\_\_\_\_\_

Current Interests: \_\_\_\_\_

\_\_\_\_\_

List any awards or honors you received while in high school, college or on the \_\_\_\_\_  
job. \_\_\_\_\_

\_\_\_\_\_

List any professional organizations of which you are a member: \_\_\_\_\_

\_\_\_\_\_

**REFERENCES: Give at least two references, including those who have firsthand knowledge of your character, personality, scholarship and ability. Please forward two letters of recommendation to:**

**Leslie Long  
26 Thatcher Street  
Selkirk, NY 12158**

**References MUST be received in order for application to be processed.**

When could you start work? \_\_\_\_\_

\_\_\_\_\_

**Applicant's Signature**

**Date**