



CAIR PARAVEL LATIN SCHOOL

Dominus Illuminatio Mea

635 SW Clay St.
Topeka KS, 66606
(785) 232-3878

TEACHER APPLICATION

WWW.CPLS.ORG

Cair Paravel Latin School admits students and employs faculty and staff members of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs.

Thank you for your interest in teaching at Cair Paravel Latin School. To be considered for employment at CPLS, please complete the following application in its entirety and either mail hard copies or email materials to the CPLS Chief Administrator Melody Congdon (mcongdon@cpls.org)

I. PERSONAL INFORMATION

Full Name: _____ SSN# _____

Street Address: _____ DOB: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Marital Status: _____ Spouse's Name: _____

Children's Names & Ages: _____

Date you would be available for employment: _____

Specific position for which you are applying: _____

Are you a U.S. Citizen? Yes No In not, are you legally able to work in the U.S.? Yes No

Have you ever been arrested? Yes No If yes, were you convicted? Yes No

Please provide details of any arrests and / or convictions: _____

II. CHRISTIAN BACKGROUND

Name of Church: _____ Are you a member? Yes No

Are you active in your local church? Yes No If so, in what capacities? _____

Are you in complete agreement with the [CPLS Statement of Faith](http://www.cpls.org/about/statement-of-faith/)? Yes No*

<http://www.cpls.org/about/statement-of-faith/>

****If not, please describe any exceptions you have to the statement.***

III. EDUCATIONAL BACKGROUND

Please attach copies of all college / university transcripts.

Please list all schools attended, beginning with high school:

School	Dates	Degree	Major
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please describe other academic training you have received relevant to teaching: _____

IV. PROFESSIONAL EXPERIENCE

Please list all your teaching experience (including student teaching):

(Please use a separate sheet of paper if necessary)

School	Dates	Grade	Courses
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please describe other professional experience relevant to teaching: _____

Please list all non-teaching positions held in the last ten years:

Employer	Dates	Position	Location
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Are you interested in and qualified to lead any extra-curricular activities? _____

V. REFERENCES

Please provide two personal references (non-relatives) and two professional references (including at least one former or current supervisor):

Name	Position	Phone #	Relationship
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

VI. SUPPLEMENTAL QUESTIONS

On a separate sheet of paper please briefly (one-two paragraphs) provide the following:

1. A description of your personal testimony & relationship to Jesus Christ.
2. The role and authority of the Scriptures in the world and in your life.
3. A statement of your philosophy of education.
4. A description of what is meant by “classical Christian education.”
5. Why you are seeking employment at a classical Christian School.
6. A list of works you have read in the last 3 years relevant to classical Christian education.

AUTHORIZATION TO RELEASE INFORMATION

I understand that Cair Paravel Latin School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that the facts set forth in this initial application are true and complete, to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand that I will be paid and receive benefits only through the day of release.

I authorize Cair Paravel Latin School to thoroughly investigate references, work records, evaluations, education and other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure.

In addition, I hereby release Cair Paravel Latin School, my former employers, references, and all other parties from any and all claims, demands, or disabilities arising out of or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to Cair Paravel Latin School.

Since I will be working with children, I understand that I may be required to submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of fingerprints as are necessary for such an investigation. I authorize Cair Paravel Latin School to conduct a criminal records check.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Applicant's Name (Print)

Applicant's Signature

Applicant's Social Security Number

Applicant's Date of Birth

Date