Academy District Twenty

Dr. Mark Hatchell, *Superintendent of Schools*

Education and Administration Center
1110 Chapel Hills Drive, Colorado Springs, CO 80920-3923
Website: www.asd20.org

Phone: 719-234-1200
Fax: 719-234-1299

INTERN/STUDENT TEACHER REQUEST FORM

Name _____

Address _____

City, State, Zip _____

Home Number _____ Cell Phone _____ Email _____

Emergency Contact Name _____ Phone _____

Univ/College _____ Major _____

Endorsement Sought _____ Undergraduate Teacher Program _____ Graduate Teacher Program (MAT) _____

Dates you would like to intern/student teach _____

Level(s)/subject you are requesting _____

Please indicate two schools where you would like to be placed. If requesting two levels, indicate two schools for each.

First Choice _____ First Choice _____

Second Choice _____ Second Choice _____

Name of cooperating teacher you prefer (optional) _____

REFERENCES:

List three people who know you in a supervisory/work and/or university/college capacity, or in working with children.

Name	Position/Title	Organization	Work Telephone #

Academy School District 20 will try to accommodate your request; however, due to the large number of requests, the district may not be able to place all candidates.

***HR Final Placement** _____ **Supervising Teacher** _____ **Approval Date & Director Initials** _____

"The mission of Academy School District 20 is to educate every student in a safe and nurturing environment and provide comprehensive, challenging curricular and extracurricular opportunities that meet the unique needs of every individual by expanding interests, enhancing abilities, and equipping every student with the knowledge, skills, and character essential to being a responsible citizen of our community, our nation, and the world."

APPLICANT TESTIMONY – BACKGROUND REPORT

Academy District 20 requires all applicants to submit a BACKGROUND REPORT FORM and APPLICANT TESTIMONY certifying that the applicant HAS or HAS NEVER BEEN convicted of a felony or misdemeanor (other than a misdemeanor traffic offense or traffic infraction). Individuals must report any convictions* that occur subsequent to the time they initially completed this form. **Please read carefully and answer every question. Circle your responses. If you answer YES to any of the questions below, please explain in detail on a separate sheet of paper, referring by number to the appropriate question. Please type or print clearly.** *Conviction of a crime is not an automatic bar to volunteering. The district will consider the nature of the offense, the date of the offense, and the relationship between the offense and the position for which you are applying to volunteer.*

Last Name _____ **First Name** _____

1. Have you ever been convicted** of a felony? YES NO
2. Have you ever been convicted of a misdemeanor other than minor traffic violations? YES NO
3. Have you ever been convicted of a DUI? YES NO
4. Have you ever been convicted of a sex or drug-related offense? YES NO
5. Has any court ever received a plea of guilty or a plea of nolo contendere from you for any offense or has any court entered a deferred sentence or deferred judgement against you? YES NO
6. Have you ever been placed on probation? YES NO
7. Have you ever been convicted of, pled nolo contendere to, or received a deferred sentence for a crime involving unlawful sexual behavior or unlawful behavior involving a child? YES NO
8. Have you ever been dismissed, or have you resigned from a position as a result of an allegation of unlawful behavior, involving a child, including unlawful sexual behavior? YES NO
9. Have you ever had any professional licenses *(including teaching certificates/licenses)* suspended, annulled or revoked *in any state or country?* YES NO
10. Have you ever been dishonorably discharged from the military? YES NO
11. Have you ever been involuntarily terminated from any employment or asked to resign from employment? YES NO
12. Have you ever been non-renewed or refused a continuing contract? YES NO
13. Have you ever resigned to avoid termination of employment or to avoid non-renewal of a contract? YES NO

* CONVICTION means the final judgment on a verdict or a finding of guilty, a plea of guilty, or a plea of nolo contendere in any state or federal court of competent jurisdiction in a criminal case, regardless of whether an appeal is pending or could be taken. Conviction does not include a final judgment, which has been expunged by pardon, reversed, set aside, or otherwise rendered invalid.

** CONVICTED means a conviction by a jury or by a Court and shall also include the forfeiture of any bail, bond, or other security deposited to secure appearance by a person charged with having committed a felony or misdemeanor, the payment of a fine, a plea of nolo contendere, and the imposition of a deferred or suspended sentence by the Court.

APPLICANT TESTIMONY - RELEASE FOR VERIFYING BACKGROUND INFORMATION

As a condition for employment in Academy District 20, a Colorado Bureau of Investigation (CBI) review is required, as well as fingerprinting through the FBI. To conduct this review, it is mandatory to provide your date of birth.

Signature _____ Date _____

PLEASE PRINT

LAST NAME _____ FIRST NAME _____ MIDDLE NAME _____

HOME ADDRESS _____

CITY _____ STATE _____ ZIP _____

BEST CONTACT PHONE NUMBER _____ E-MAIL _____

DATE OF BIRTH _____ SOCIAL SECURITY NUMBER _____

Notice of Nondiscrimination

In compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, Colorado law and district administrative policy AC (Nondiscrimination/Equal Opportunity), Academy District 20 does not discriminate on the basis of disability, race, creed, color, sex, sexual orientation, gender identity/expression, national origin, religion, ancestry, need for special education services, age, marital status, genetic information, or physical characteristics in admissions, access to, treatment, or employment in educational programs or activities which it operates.

The following person has been identified as the compliance officer for the district:
General Counsel; Academy District 20; 1110 Chapel Hills Drive; Colorado Springs, CO 80920; 719-234-1200

Human Resources Use Only:

NS: ☐Clear ☐Not Clear CBI: ☐Clear ☐Not Clear CDE: ☐Clear ☐Not Clear

Initials: _____ Status: _____ Date: _____