



**Phoenix Christian**  
PREPARATORY SCHOOL

*“Educate - Form - Equip”*

## Substitute Application

### Personal Information

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_  
Street # \_\_\_\_\_ Apt # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

Church Name \_\_\_\_\_ Denomination \_\_\_\_\_

E-mail Address \_\_\_\_\_

### Preferences

At what grade level would you like to substitute?

Elementary     Junior/Senior High

Areas in which you feel qualified to substitute:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

When are you available?

	All Day	Morning Only	Afternoon Only
Everyday (Monday – Friday)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Education

What college did you attend/graduate from? \_\_\_\_\_

What is your degree? \_\_\_\_\_ Major? \_\_\_\_\_ Minor? \_\_\_\_\_

Do you have a Teaching Certificate? \_\_\_\_\_ From what state? \_\_\_\_\_

## References

Give a list of references, including all or some of the following: University or college instructor; superintendent, principal or other school officials able to speak of your experience and education. Please include the name of a pastor or Christian leader.

**Name/Title**

**Complete Address**

**Telephone**

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## Christian Testimony

Please state briefly your own Christian testimony and experiences you have had in Christian work. Also, please give the reason why you are applying at a Christian school. (If necessary, statement may be attached.)

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Please attach a copy of your Teaching/Substitute Certificate, transcripts, and resume if available. A recent photograph would be appreciated.

## Applicants Certification and Agreement

I understand that **Phoenix Christian Preparatory School** does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a 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 and agree that I will be paid and receive benefits only through the day of release.

I authorize **Phoenix Christian Preparatory School** to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record.

Since I will be working with children, I authorize the school to conduct background check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information,

including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

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.

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*Signature of Applicant*

*Date*

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Phoenix Christian is a fully accredited member of  
The North Central Association (NCA)  
and  
The Association of Christian Schools International (ACSI)

Phoenix Christian Preparatory School admits students 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, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

1751 W. Indian School Road, Phoenix, AZ 85015  
602-265-4707 (Middle/High School) ♦ 602-264-4338 (Elementary) ♦ 602.265.7728 (Preschool)

**[WWW.PHOENIXCHRISTIAN.ORG](http://WWW.PHOENIXCHRISTIAN.ORG)**