

**PLEASE COMPLETE AND RETURN THIS FORM**

**SUBSTITUTE QUESTIONNAIRE**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

**PLEASE CHECK ONE OF THE OPTIONS BELOW:**

\_\_\_\_\_ **YES**, I am currently available and interested in employment as a substitute for the 21-22 school year

\_\_\_\_\_ **NO**, I am not interested in substituting for Laurens Central School for the 2021-22 school year.

Days Available (please check all days you are available)

Monday  Tuesday  Wednesday  Thursday  Friday

I am interested in substituting for the following position;

Teacher  Aide  Cafeteria  Transportation  Maint./Cleaner  Nurse

Only available certain times of school year (Please indicate) \_\_\_\_\_

Are you registered with any other school districts for substitute employment? \_\_\_\_\_

If yes, which one(s)? \_\_\_\_\_

Do you have your NYS certification \_\_\_\_\_ Area Certified \_\_\_\_\_

Are you available on short notice? \_\_\_\_\_

Do you have fingerprint clearance as per the NYS SAVE Regulations? \_\_\_\_\_

(\*If the answer is no, you will need to visit <https://uenroll.identogo.com/workflows/14ZGR7> and make an appointment to have your fingerprints taken. There is a \$102.00 processing fee and you will be responsible for this cost. The location for fingerprinting is ARC 35 Academy Street, Oneonta, NY. After you have had your fingerprints taken, please contact Pam Weir at 607-432-2050 Ext. 1120 so she can complete the process.)

I understand and agree to notify Pam Weir, Superintendent's Office (432-2050, Ext. 1120), if any of the above conditions change.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature