

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Personal Data

Legal Name:

(Title) (First) (Middle Name) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other:

(Title) (First) (Middle Name) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
 Apt. Number:
 City:
 State/Province:
 Zip/Postal Code:
 Country:
 Preferred Phone:
 Cell Phone:

Present Address

Number & Street:
 Apt. Number:
 City:
 State/Province:
 Zip/Postal Code:
 Country:
 Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 4680 **Certificated - Teacher:** Art Teacher 10/23 at Various Locations

Date Last Submitted
 3/2/2024

Experience in Similar Positions
 2 years

Position Desired:

Application Update Only

1. Application Update

Experience in Similar Positions
 2 years

Applicant Information 10/22

* Are you currently under contract with a Maryland Public School System?

* Which of the resignation deadlines must you adhere to based on the terms of your contract?

Date available for employment:	
Please list the state in which you reside at the time you submit your application. You may change your response at any time if your residence changes.	
Please provide the last 4 digits of your social security number.	
Provide the month and date of your birth (MM/DD). Do not include the year.	
Are you receiving a pension (retirement) from a Maryland public school system or another Maryland government agency?	
HCPSS employment status:	
Are you a former student of HCPSS? If yes, state the high school from which you graduated. Or, write NA.	
Were you enrolled in the Teacher Academy of Maryland (TAM) Program at an HCPSS High School?	

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Applicant Information 10/22 continued

Did you participate in Educators Rising at an HCPSS High School?	
Have you ever failed to be rehired, been asked to resign a position in lieu of termination, or terminated from employment? If yes, please explain.	

* In which school year are you seeking to begin employment?

Language Skills

Do you know any language other than English?

Education

Please tell us about your educational background, beginning with the most recent.

High School Attended:

Graduation Status:

HS Grad/GED/HSED Date:

Highest Degree Attained:

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study	Degree	Date Conferred, Expected or if No Date enter 01/9999	Graduated

Student Teaching/Internship 10/22

If you have completed your student teaching/internship within the past 3 years, please complete the table below.

Placement Start Date	School Name	Grade Level/Subject	Mentor Teacher	University Supervisor	Placement End Date

* Are you a Howard County Public Schools intern?

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Certification

Please upload all unofficial transcript(s) **showing degree conferred**. If you are graduating this year, please upload your most recent transcript. Once degree has been conferred, add transcript showing degree conferred.

* Which of the following BEST describes your educator certification status?

* Please select your area(s) of certification.

Art

* Do you hold National Board for Professional Teaching Standards certification (NBC)?

Please upload a copy of your National Board for Professional Teaching Standards certification (NBC) if applicable.

Praxis I or SAT, GRE, or ACT scores	Praxis II	EdTPA, PPAT, ACTFL, or Out of State Tests

* Have you ever had an educator certificate or license revoked or suspended?

Educator Certificate Upload

Upload a copy of your educator certificate.

Experience

Please list your work experience. Only experience listed in this section will be considered for salary-setting purposes. A resume may not be substituted for listing the experience in this section of the application.

Be sure to include:

Accurate and complete work experience- required to determine if you meet the minimum qualifications for the position(s) to which you are applying.

All related work experience- may be used for salary-setting purposes. Failure to include your related work experience could result in the experience not being factored into a salary offer.

Any military or Peace Corps service- years of service may qualify for additional salary credit for positions in certain employee units.

All positions in which you supervised, cared for, guided, controlled and/or had ROUTINE interaction with minors. This information is needed to complete the Maryland Employment History Review process

Optional: Any related volunteer work experience.

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Experience Continued

Current or Most Recent Position		Employer Contact Information		Supervisor Contact Information	
Date From - Date To:		Full or Part Time:			
Provide your reason for leaving. May we contact this employer?					
Did you supervise, care for, guide, control, and/or have routine interaction with minors?					
Responsibilities/Accomplishments at this Position					

Previous Position Held		Employer Contact Information		Supervisor Contact Information	
Date From - Date To:		Full or Part Time:			
Provide your reason for leaving. May we contact this employer?					
Did you supervise, care for, guide, control, and/or have routine interaction with minors?					
Responsibilities/Accomplishments at this Position					

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor Contact Information	
Date From - Date To:		Full or Part Time:			
Provide your reason for leaving. May we contact this employer?					
Did you supervise, care for, guide, control, and/or have routine interaction with minors?					
Responsibilities/Accomplishments at this Position					

Confirmation of Experience

* I have listed all work experience on the application form related to the position(s) to which I'm applying. I understand **only experience listed in the experience section of the application** may be considered for salary setting purposes.

* I have listed all positions in which I supervised, cared for, guided, controlled and/or had ROUTINE interaction with minors.

X	Signed:
----------	---------

Professional References

	Reference 1	Reference 2
Name:		
School/Org:		
Current Position:		
Email:		
Relationship to Applicant:		

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Professional References cont.

	Reference 3	Reference 4
Name:		
School/Org:		
Current Position:		
Email:		
Relationship to Applicant:		
	Reference 5	
Name:		
School/Org:		
Current Position:		
Email:		
Relationship to Applicant:		

Materials

Proof of education must be uploaded to demonstrate meeting the minimum qualifications for the position(s) to which you are applying. See job announcement for specific requirements.

Click 'Add File' to submit a file electronically. Please do not send documents to us.

Diploma (High School and/or College) or GED	
Official Transcripts	
Foreign education must be evaluated by an MSDE approved organization. Please visit MSDE: https://marylandpublicschools.org/about/Pages/DEE/Certification/Fo to choose a vendor. Once your evaluation has been completed, please upload the evaluation.	
ParaPro Test Score	
Resume (PDF, JPEG, or PNG files only)	
Cover Letter (PDF, JPEG, or PNG files only)	
Other	

Referrals

How did you hear about employment with us?

--	--	--

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Legal Information (10/22)

- * Are you a citizen or permanent resident of the United States?
- * Are you legally authorized to work in the United States?
- * Are you 18 years old or over?

Please note: Prior criminal proceedings will not disqualify you from employment. The Howard County Public School System will consider the nature of the offense, the date of offense, and the relationship between the offense and the position for which you are applying. Applicants are not obligated to disclose sealed or expunged records.

Have you ever been convicted of committing a felony or misdemeanor (other than a misdemeanor traffic offense or traffic infraction)? If yes, explain, giving dates.

Have you ever received a probation before judgment disposition in a criminal proceeding? If yes, explain, giving dates.

Have you ever received a not criminally responsible disposition in a criminal proceeding? If yes, explain, giving dates.

Are you now facing pending criminal charges in any Court? If yes, explain, giving dates.

Have you ever been convicted of an offense for child abuse/neglect of a child? If yes, explain, giving dates.

Have you ever been identified as responsible for "Indicated" child abuse/neglect by any Department of Social Services? If yes, explain, giving dates.

Does your name appear on any Sex Offender Database in any state or country?

Equal Opportunity Employer

HCPSS is an Equal Opportunity Employer and Prohibits Discrimination, Harassment and Retaliation of Any Kind: HCPSS celebrates diversity and is committed to creating an inclusive environment for all employees and applicants; and prohibits discrimination, harassment, and retaliation of kind. HCPSS is committed to the principle of equal employment opportunity for all employees in providing them with a work environment free of discrimination and harassment. All employment decisions at HCPSS are based on organizational needs, job requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, veteran status or present military service, family medical history or genetic information, family or parental status, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training and career development. Any individual needing assistance in submitting an application for any opening should contact the Office of Human Resources.

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Equal Opportunity Employer continued

I, xxx, agree to all of the terms above.

<input checked="" type="checkbox"/>	Signed:
-------------------------------------	---------

Disclaimer (10/22)

Please Read the Following Information. Click on the checkbox as an acknowledgement that you have read each statement.

- * I authorize the Howard County Public School System to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and releases of investigatory information possessed by any state, local, or federal agency.
- * I authorize those persons, agencies, or entities that the Howard County Public School System contacts in connection with my employment application to fully provide any information on the matters set forth.
- * I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the Howard County Public School System, its agencies, officials, or against any provider of such information.
- * I understand that the information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include members of the Howard County Public School System Board of Education, administrators, other staff, and members of the community. I give my consent to disclosure.
- * Under Maryland law, an employer may not require or demand any applicant for employment or prospective employment or any employee to submit to or take a polygraph, lie detector, or similar test or examination as a condition of employment or continued employment. Any employer who violates this provision is guilty of a misdemeanor and subject to a fine not to exceed \$100.
- * I understand that any temporary or substitute position is at-will and of indefinite duration, and that either I or the Howard County Public School System can terminate that employment at any time with or without notice for any or no reason, and that no agreement to the contrary will be recognized by the Howard County Public School System unless made in writing and signed by the Executive Director of Human Resources.

Howard County Public School System Online Application

XXX - AppNo: 123

Date Submitted: 3/2/2024

Disclaimer (10/22) continued

- * All materials submitted for application purposes become the property of the Howard County Public School System. Copies will not be released to any party.
- * I understand and agree that all statements made on this application are true and complete to the best of my knowledge and if later discovered to be untrue will be justification for immediate dismissal. I authorize the Howard County Public School System to check any information supplied on or pertaining to this application for employment purposes. I further authorize my employers to release to the Howard County Public School System any information regarding my employment.
- * I understand that everyone hired by the Howard County Public School System is fingerprinted and subject to a criminal background check and Maryland Child Protective Services check. In addition, I understand that I may be subjected to a pre-employment physical. I also understand that unsatisfactory results from these pre-employment checks will result in withdrawal of any employment offer or termination of employment if already employed.
- * I understand that everyone hired by the Howard County Public School System is subject to an employment verification process pursuant to Maryland Employment History Review, pursuant to Section 6-113.2 of the Education Article, Annotated Code of Maryland. I also understand that unsatisfactory results from this verification process will result in withdrawal of any employment offer or termination of employment if already employed.
- * I further understand and agree that submission of this application does not constitute an employment agreement.
- * Applications are active in Howard County Public School System files through October 15 of the subsequent year.

"I have read and acknowledge all of the above statements."

X	Signed:
----------	---------