

# **NEW CASTLE COMMUNITY SCHOOL CORPORATION**

**322 Elliott Avenue  
New Castle, Indiana 47362**

## **Application Materials**

**for**

**Teacher Candidates**

### **STATEMENT REGARDING NON-DISCRIMINATION**

New Castle Community School Corporation is committed to equal opportunity and does not discriminate on the basis of age, race, color, religion, sex, handicapping conditions, or national origin including limited English proficiency as required by the Indiana Civil Rights Act (I.C. 22-9.1), Title VI and Title VII (Civil Rights Act of 1964), the Equal Pay Act of 1973, Title IX (Educational Amendments), and Sections 504 (Rehabilitation Act of 1973). No person is excluded from participation in, denied the benefits of, or otherwise subjected to unlawful discrimination on such basis under any educational program or student activity.

If you have experienced discrimination in such educational programs or activities, written inquiries about procedures that are available and for consideration of complaints alleging such discrimination should be directed to:

**Dr. Maria Sells  
Assistant Superintendent for  
Elementary Programs and Human Resources  
322 Elliott Avenue  
New Castle, IN 47362  
(765) 521-7201**

**New Castle Community School Corporation**  
**Administrative Offices**  
**322 Elliott Avenue - New Castle, Indiana 47362**

**Mr. Stephen G. Fisher, Superintendent**

**(765) 521-7201**  
**Fax: (765) 521-7268**

To The Applicant:

We are pleased that you have indicated an interest in a teaching position with the New Castle Community School Corporation.

Your completed application should be returned to the Office of the Superintendent and should contain the following items in addition to your cover letter.

1. Application form
2. College or university credentials
3. College or university transcripts (copy acceptable)
4. Teacher licenses (copy acceptable)
5. Any additional information which you believe will support your application

Completed applications are held in our active file for a period of 18 months from date of receipt. If a vacancy exists in your teaching area(s), interviews are requested only after your completed application is in our active file.

Again, thank you for your interest in the New Castle Community School Corporation.

Sincerely,

**NEW CASTLE COMMUNITY SCHOOL CORPORATION**



**EMPLOYMENT HISTORY**

School Name and Address	Position Held	Dates Employed

**REFERENCES**

Please list the names of three (3) persons who know of your professional work and qualifications. If you are a beginning teacher, please list individuals who are familiar with your college work.

Name	Address	Phone	Position

Indiana State Teachers' Retirement Fund No. \_\_\_\_\_

Have you ever been convicted of a misdemeanor and/or felony, or plea "no contest", or has any court ever deferred further proceedings without entering a finding of guilt, or placed you on probation for any crime? \_\_\_\_\_

Are you presently being investigated for a misdemeanor and/or felony? \_\_\_\_\_

If you answered yes to either of the above questions, please attach a written explanation.

I understand that any false or misleading information on the application shall be fully sufficient grounds to refuse employment and/or terminate employment.

(Signature)

(Date)