



## CERTIFICATION

NEW YORK STATE CERTIFICATION(S) :  YES  NO

Check all that apply:  PROFESSIONAL  PROVISIONAL  PERMANENT

I have received verification from the State Ed Dept. that I have met all requirements for certification, and that my certificate is forthcoming.

Enclose copies of ALL certifications / or verification from the N.Y.S. Education Dept., that your certification is forthcoming.

If **CERTIFICATION** status is **NO**, please explain:

## EDUCATION

Name & Location of Institution	Major	Minor	Diploma, Degree, or No. of Credit Hrs. Completed	Date Granted
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**High School:**

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**College(s):**


**Graduate Studies:**


Scholastic Honors: \_\_\_\_\_  
High School
College
Graduate School

Check scholastic average of all college work:  **A**  **A-**  **B**  **B-**  **C**  **C-**

Check scholastic average in major field:  **A**  **A-**  **B**  **B-**  **C**  **C-**

**EDUCATIONAL EXPERIENCE**

List in chronological order from most recent position – all administrative, teaching, and other certified positions held:

DATES		NAME & LOCATION OF SCHOOL	
From	To	Name ▶	
		Address ▶	
▼ Annual Salary ▼		Describe ▶ Position	

DATES		NAME & LOCATION OF SCHOOL	
From	To	Name ▶	
		Address ▶	
▼ Annual Salary ▼		Describe ▶ Position	

DATES		NAME & LOCATION OF SCHOOL	
From	To	Name ▶	
		Address ▶	
▼ Annual Salary ▼		Describe ▶ Position	

DATES		NAME & LOCATION OF SCHOOL	
From	To	Name ▶	
		Address ▶	
▼ Annual Salary ▼		Describe ▶ Position	

**RELATED PROFESSIONAL EXPERIENCE**

Professional (educational travel, lectures, addresses, publications, professional memberships, participation in educational experiments, innovations, special programs, community service):

**OTHER WORK EXPERIENCE** (Business, summer occupations):

DATES		EMPLOYER	
From	To	Name ▶	
		Address ▶	
▼ POSITION ▼		Duties ▶	

DATES		EMPLOYER	
From	To	Name ▶	
		Address ▶	
▼ POSITION ▼		Duties ▶	

DATES		EMPLOYER	
From	To	Name ▶	
		Address ▶	
▼ POSITION ▼		Duties ▶	

List any extracurricular activities that you have facilitated or coached:

List any periodicals and newspapers that you read on a regular basis, as well as any books that you have read during the past year:

List any hobbies and/or other interests:

## REFERENCES

List the names of four persons who have observed your work as a certified employee:

Name		Address	
Official Position			
Educational Institution		Phone	

Name		Address	
Official Position			
Educational Institution		Phone	

Name		Address	
Official Position			
Educational Institution		Phone	

Name		Address	
Official Position			
Educational Institution		Phone	

List college or placement agency where your confidential record may be obtained:

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## PERSONAL STATEMENTS

1. Why did you decide to become an administrator?

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2. What do you want to accomplish as an administrator?

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3. In your estimation, what are the most critical challenges facing education today?

**I certify that all information provided on this application is true and complete.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

New York State Law prohibits discrimination due to  
age, color, disability, national origin, race, religion, or sex.

~ An Equal Opportunity Employer ~

***This application will not be valid without your signature and date.***