



Please check the certificate area applying for:

- Bilingual Generalist (EC-4)
- English Language Arts & Reading/Social Studies (4-8)
- Generalist (EC-4)
- Generalist (4-8)
- History (8-12)
- Social Studies (4-8)
- Social Studies (8-12)
- Science (4-8)
- Science (8-12)
- Life Science (8-12)
- Physical Science (8-12)                       **Spring 2010** (spring training starts January 25, 2010)
- Physical Education (EC-12)
- Mathematics (4-8)
- Mathematics (8-12)
- Special Education (EC-12)

***Accelerated Teacher Certification Program – APPLICATION***

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_

Please indicate any other identifying names that may appear on your documentation:

\_\_\_\_\_

Driver's License Number \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

Social Security Number \_\_\_\_\_

Date of Birth \_\_\_\_\_ check one of the following:    Male     Female   
(mm/dd/yy)

Street Address \_\_\_\_\_

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

Home Telephone \_\_\_\_\_ Business/Daytime Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Fax Number \_\_\_\_\_

The following information is optional and is for reporting use only to provide statistical information requested by various state and federal agencies.

Ethnic Background: Check one

White (non Hispanic)

African American

Hispanic

Asian, Pacific Islander, Oriental American

Native American or Alaskan Native

*Houston Community College seeks to provide equal educational opportunities without regard to race, color, religion, national origin, sex, age, or disability. This policy extends to employment, admissions, and all programs and activities supported by the College.*



## Employment History

This section must be completed. A résumé cannot be substituted. Please start with your most recent work experience including military service, and list your employment history for the past ten years. **Please indicate if you do not want employer to be contacted.**

Name of Organization \_\_\_\_\_

Address \_\_\_\_\_

Date Started \_\_\_\_\_ End Date \_\_\_\_\_

Supervisor's Name & Title \_\_\_\_\_

Phone \_\_\_\_\_

Your Title Upon Leaving \_\_\_\_\_

Description of duties

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Reason for Leaving

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... Employment History

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Address \_\_\_\_\_

Date Started \_\_\_\_\_ End Date \_\_\_\_\_

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Reason for Leaving

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... Employment History

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Address \_\_\_\_\_

Date Started \_\_\_\_\_ End Date \_\_\_\_\_

Supervisor's Name & Title \_\_\_\_\_

Phone \_\_\_\_\_

Your Title Upon Leaving \_\_\_\_\_

Description of duties

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Reason for Leaving

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## Education

*List all colleges and higher education institutions attended.*

Degree Granted in	Month	Year
College/University		
City, State		
G.P.A.		
Major		
Minor		
Type of degree		

Degree Granted in	Month	Year
College/University		
City, State		
G.P.A.		
Major		
Minor		
Type of degree		

Degree Granted in	Month	Year
College/University		
City, State		
G.P.A.		
Major		
Minor		
Type of degree		

Degree Granted in	Month	Year
College/University		
City, State		
G.P.A.		
Major		
Minor		
Type of degree		



## Professional References

List three people (past or present employers/supervisors) who have first hand knowledge of your abilities and character. Houston Community College – Accelerated Teacher Certification Program to complete a confidential reference form, will contact your references.

Name	Address	Phone	Company/Title

Please answer the following questions.

1. Are you a Harris County resident? Yes \_\_\_ No \_\_\_
2. Are you a U.S. citizen? Yes \_\_\_ No \_\_\_  
If not, are you a resident alien with the right to work in this country? Yes \_\_\_ No \_\_\_  
(If yes, please attach proof of permanent residence to this application.)
3. Have you ever been charged with a felony or misdemeanor? Yes \_\_\_ No \_\_\_  
(Conviction of a felony is not an automatic bar to employment or acceptance to program. HCC, Accelerated Teacher Certification Program will consider the nature and date of the offense and the relationship between the offense and the position for which you are applying.)
4. Have you ever been treated for, or troubled by, any serious illness that might adversely affect your ability to teach? Yes \_\_\_ No \_\_\_
5. Have you ever been under the treatment of a physician for an emotional problem or nervous disorder? Yes \_\_\_ No \_\_\_

If you answered “yes” to questions 3, 4, and/or 5, please explain.

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6. Are you fluent in English? Yes \_\_\_ No \_\_\_
7. Are you fluent in a language other than English? Yes \_\_\_ No \_\_\_  
If yes, what language? \_\_\_\_\_ Speak \_\_\_ Write \_\_\_
8. Are you presently in the military, or have you ever been in the military (including the National Guard or the Armed Forces Reserves)? Yes \_\_\_ No \_\_\_  
If yes, please give the branch of service and your rank: \_\_\_\_\_
9. Are you eligible for VA benefits? Yes \_\_\_ No \_\_\_



10. Have you ever been a trainer/instructor in the workplace or other environment?  
Yes \_\_\_ No \_\_\_ If yes, what subject or area? \_\_\_\_\_

11. Have you ever applied to or participated in any other teacher preparation program?  
Yes \_\_\_ No \_\_\_

12. Are you a graduate of a teacher education program? Yes \_\_\_ No \_\_\_

13. Have you ever participated in student teaching in a public or private school?  
Yes \_\_\_ No \_\_\_

If yes, please explain:

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14. Do you possess a certificate which is currently suspended, revoked, or pending such action in any state? Yes \_\_\_ No \_\_\_

If yes, please explain:

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15. Have you ever taught in a private and/or public school? Yes \_\_\_ No \_\_\_

If yes, please tell when, where, and what subject:

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**Please check any of the following certificates you currently hold:**

- Valid Texas Certificate \_\_\_
- Expired Texas Certificate \_\_\_
- Texas Emergency/Special Assignment Permit \_\_\_
- School District Teaching Permit \_\_\_
- Valid Out of State Certificate \_\_\_
- Expired Out of State Certificate \_\_\_



## Candidate Agreement

- I understand that I must submit a \$75 (money order or cashier's check only) non-refundable fee for my application to be considered by the HCC – *Accelerated Teacher Certification Program*. I also understand that submission to this application does not obligate HCC – *Accelerated Teacher Certification Program* in any way.
- I agree to abide by all HCC – *Accelerated Teacher Certification Program* testing and assessment requirements.
- I certify that the statements made by me in this application are true, complete and correct to the best of my knowledge and belief. I understand that any false statements, misrepresentations, or omissions made by me on the application or during the application process shall be grounds for refusal to be admitted into the HCC – *Accelerated Teacher Certification Program*.
- I understand that I will be subject to a criminal background check by independent school districts or schools for Early Field Based Experience requirements and by the State Board for Educator Certification for issuance of a probationary and/or standard certificate.
- I hereby authorize HCC – *Accelerated Teacher Certification Program* to investigate, through whatever means deemed appropriate by the college, any information included in this application and facts resulting from the investigation unless otherwise noted. HCC – *Accelerated Teacher Certification Program* is also authorized to use any information obtained from its investigation to determine my suitability for entrance into the HCC – *Accelerated Teacher Certification Program*. I release HCC – *Accelerated Teacher Certification Program* from any liability in connection with the investigation.
- I understand meeting eligibility requirements does not guarantee an interview or acceptance into the HCC – *Accelerated Teacher Certification Program*.
- I understand that all materials submitted will become the property of Houston Community College – *Accelerated Teacher Certification Program*.

If accepted, I agree to abide by the policies, procedures, rules, and regulations of Houston Community College – *Accelerated Teacher Certification Program*.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_