



**EAST CENTRAL ALBERTA CATHOLIC SEPARATE SCHOOLS REGIONAL  
DIVISION NO. 16**

1018-1<sup>st</sup> Ave, Wainwright, AB T9W 1G9  
P: 780-842-3992 OR F: 780-842-5322



**SUBSTITUTE TEACHER APPLICATION**

**CONTACT INFO**

<b>LAST NAME:</b>		<b>FIRST NAME:</b>	
<b>PHONE:</b>	<b>EMAIL:</b>	<b>FAX:</b>	
<b>STREET ADDRESS/PO BOX:</b>		<b>CITY/PROV:</b>	<b>POSTAL CODE:</b>

**PERSONAL INFO**

<b>BIRTH DATE:</b>	<b>TEACHING CERTIFICATE TYPE:</b>
<b>CERTIFICATE NUMBER:</b>	<b>CERTIFICATE EXP. DATE:</b>
<b>HAVE YOU EVER WORKED FOR THE DIVISION?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>IF YES, WHEN?</b>	

**SCHOOLS**

(Please check the schools you are interested in subbing at)

Blessed Sacrament School Wainwright, AB		St. Jerome's School Vermilion, AB	
Blessed Sacrament Outreach School Wainwright, AB		St. Thomas Aquinas School Provost, AB	
Christ King School Stettler, AB		Theresetta Catholic School Castor, AB	
		School of Hope Vermilion, AB	

**APPROVAL**

<b>APPLICANT'S SIGNATURE:</b>	<b>SUPERINTENDENT'S SIGNATURE:</b>
<b>DATE:</b>	<b>DATE:</b>

**Please attach the following to your application:**

- Resume and references (please include email addresses for 3 references including the name of last supervisor)
- Copy of Official Transcript of records (colleges/universities attended)
- Verification of teaching experience (if applicable)
- Copy of Teaching Certificate
- Copy of TQS
- Authorization for Direct Deposit of Payroll Funds (you will find this at [www.ecacs16.ab.ca](http://www.ecacs16.ab.ca))
- Federal and Provincial TD1's (you will find these at [www.cra.gc.ca](http://www.cra.gc.ca))
- Criminal Record Check (within 6 months from date of application)
- Child Welfare Check (within 6 months from date of application)