

**PO Box 857  
Sandusky, OH 44870**

**learningedge1234@aol.com**

**Phone: (419)621-7452  
Fax: (419)621-7729**

Date of application \_\_\_\_\_

Name \_\_\_\_\_  
Last
First
Middle

Address \_\_\_\_\_  
Number
Street
City
State
Zip Code

Home Telephone (    ) \_\_\_\_\_ Cell Phone (    ) \_\_\_\_\_

Email Address \_\_\_\_\_

**Do you hold a teaching certificate?** Yes \_\_\_\_ No \_\_\_\_

If yes, what is the expiration date? \_\_\_\_\_

If yes, please list the grade levels and fields printed on certificate. \_\_\_\_\_

**Educational and Professional Training:** List high school attended, then higher institutions in chronological order.

Name & Location of Institution	From Mo.-Yr.	To Mo.-Yr.	Degree	Major	Minor

**Teaching Experience:** List all full or part-time teaching experience.

From Mo.-Yr.	To Mo.-Yr.	School & Location	Principal	Telephone Number	Grade/ Subject	Reason for Leaving

**Personal References:** Give name, address, and telephone number of 3 references who are not related to you.

Name	Telephone Number	Address	Position

**Please describe prior tutoring or similar experience:**

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**Grade Levels Qualified to Tutor:** Pre-K\_\_\_\_ K\_\_\_\_ 1-5\_\_\_\_ 6-8\_\_\_\_ 9-12\_\_\_\_  
College\_\_\_\_ Adult\_\_\_\_

**Do you have your own tutoring materials?** Yes\_\_\_\_ No\_\_\_\_

**Tutor Subjects** Please check all the subjects below that you are qualified to tutor:

**Computer Training:**

Computer Basics\_\_\_\_ Brochure/Flyer Design\_\_\_\_ Internet\_\_\_\_ Microsoft Word\_\_\_\_ Microsoft Excel\_\_\_\_  
Quickbooks\_\_\_\_ Website Design\_\_\_\_ Other\_\_\_\_\_

**Language Arts:**

Grammar\_\_\_\_ Handwriting\_\_\_\_ Phonics\_\_\_\_ Reading Comprehension\_\_\_\_ Spelling\_\_\_\_  
Vocabulary\_\_\_\_ Writing\_\_\_\_ English\_\_\_\_ Punctuation\_\_\_\_ Literature\_\_\_\_ Other\_\_\_\_\_

**Foreign Language:**

ESL (English as a Second Language)\_\_\_\_ French\_\_\_\_ German\_\_\_\_ Italian\_\_\_\_ Latin\_\_\_\_  
Spanish\_\_\_\_ Other\_\_\_\_\_

**Learning Disabilities:**

ADD\_\_\_\_ ADHD\_\_\_\_ Dyslexia\_\_\_\_ Autism\_\_\_\_ Speech\_\_\_\_ Other\_\_\_\_\_

**Math:**

Arithmetic\_\_\_\_ Algebra\_\_\_\_ Algebra II\_\_\_\_ Calculus\_\_\_\_ Decimals\_\_\_\_ Division\_\_\_\_  
Fractions\_\_\_\_ Geometry\_\_\_\_ Multiplication\_\_\_\_ Statistics\_\_\_\_ Pre-Algebra\_\_\_\_  
Pre-Calculus\_\_\_\_ Trigonometry\_\_\_\_ Other\_\_\_\_\_

**Music:**

Banjo\_\_\_\_ Bass Guitar\_\_\_\_ Bassoon\_\_\_\_ Cello\_\_\_\_ Clarinet\_\_\_\_ Drums\_\_\_\_ Flute\_\_\_\_  
French Horn\_\_\_\_ Guitar\_\_\_\_ Keyboard\_\_\_\_ Oboe\_\_\_\_ Piano\_\_\_\_ Saxophone\_\_\_\_  
Trombone\_\_\_\_ Trumpet\_\_\_\_ Viola\_\_\_\_ Violin\_\_\_\_ Voice\_\_\_\_  
Other\_\_\_\_\_

**Science:**

Anatomy\_\_\_\_ Biology\_\_\_\_ Chemistry\_\_\_\_ Earth/Space\_\_\_\_ General\_\_\_\_ Physics\_\_\_\_  
Physiology\_\_\_\_ Physical Science\_\_\_\_ Life Science\_\_\_\_ Other\_\_\_\_\_

**History:**

Social Studies\_\_\_\_ European History\_\_\_\_ US History\_\_\_\_ World History\_\_\_\_ Art History\_\_\_\_

**Social Science:**

Geography\_\_\_\_ Economics\_\_\_\_ Government\_\_\_\_

**Standardized Prep:**

ACT\_\_\_\_ GED\_\_\_\_ GRE\_\_\_\_ SAT\_\_\_\_ Other\_\_\_\_\_

**Study Skills:**

Organization\_\_\_\_ Study Techniques\_\_\_\_ Time Management\_\_\_\_ Listening Skills\_\_\_\_

**Days /Hours Available to take Clients:** Please list time(s) available on each day that you can tutor.

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evenings							

**How far are you willing to travel when tutoring clients?** \_\_\_\_\_ miles

**Do you have a background check completed with the Ohio BCI?** Yes\_\_\_\_\_ No\_\_\_\_\_

**Have you lived in Ohio for the past 5 years?** Yes\_\_\_\_\_ No\_\_\_\_\_

If no, do you have a background check with the FBI? Yes\_\_\_\_\_ No\_\_\_\_\_

**Have you ever been the subject of any disciplinary action by any previous employer?**

Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, explain fully:

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Have you ever resigned from a teaching position (including tutor and substitute) at a time when disciplinary charges were pending or threatened against you; or have you ever been a party to a contract with a board of education which was nonrenewed, suspended or terminated for reasons relating to your work performance, included but not limited to gross inefficiency, immorality, willful and persistent violations of reasonable regulations of the board of education, or for other good and just cause? Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, explain fully:

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**Applicant's Statement**

I solemnly swear or affirm that the answers I have made to each and every question in this application are complete, accurate and true to the best of my knowledge, and that I have made no attempt to conceal pertinent information in the application. I also solemnly swear or affirm that if I am granted a job interview, I will answer questions in the interview completely, accurately and truthfully to the best of my knowledge. I give permission to **THE LEARNING *Edge*** to contact previous/present employers and the personal references that I have listed in this application.

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