

# Tupelo Christian Preparatory School



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Belden, Mississippi 38826  
(662) 844-8604  
(662) 844-8620 FAX  
[dculpepper@tcpsteachers.com](mailto:dculpepper@tcpsteachers.com)  
[www.TCPS.net](http://www.TCPS.net)

## APPLICATION FOR SUBSTITUTE TEACHER

Leadership is essential for Tupelo Christian Preparatory School. We are grateful for substitutes who are professionally qualified, who love and know children, and who by the pattern of their lives in the classroom exemplify Christ. We look forward to receiving your application.

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Date of Application: \_\_\_\_\_ Date Available for an Interview: \_\_\_\_\_

Referred By: \_\_\_\_\_ When Are You Available to Begin Work? \_\_\_\_\_

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### PERSONAL DATA

Name: \_\_\_\_\_  
*Last* *First* *Middle*

Social Security Number: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Drivers License number: \_\_\_\_\_ State: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Birthdate: Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

Marital Status:  Married  Divorced  Single  Engaged  Separated  Remarried  Widower

Do you smoke?  Yes  No

Do you drink?  Yes  No

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### CERTIFICATION

Do you hold teacher's certification?  Yes  No If yes, date issued: \_\_\_\_\_

Type: \_\_\_\_\_ State or organization: \_\_\_\_\_

Expiration date: \_\_\_\_\_

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## EXPERIENCE

Teaching/Work experience (list most recent first):

1. \_\_\_\_\_ Years: \_\_\_\_\_
2. \_\_\_\_\_ Years: \_\_\_\_\_
3. \_\_\_\_\_ Years: \_\_\_\_\_

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## EDUCATION

High School or College	City/State	Degree	Major	Dates Attended	Overall GPA

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## REFERENCES

List persons, such as former employers, pastors, supervisors, and instructors, who have first hand knowledge of your professional preparation and competence, and your spiritual maturity.

Name: \_\_\_\_\_ Title: \_\_\_\_\_ School/Company: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

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Name: \_\_\_\_\_ Title: \_\_\_\_\_ School/Company: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

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## PERSONAL HISTORY

Do you have any physical condition or handicap that may limit your ability to perform the job for which you are applying?  Yes  No

If so, please describe:

Would you be willing to provide and submit to a criminal background check?  Yes  No

Have you been a victim of child abuse?  Yes  No

Have you ever been charged or convicted of domestic violence or a crime against a child (under 12) or minor (under 18)?  Yes  No

If so, please describe:

List all criminal charges that you have had filed against you that could have resulted in more than a 60 day imprisonment:

Has your teaching license or certificate ever been revoked?  Yes  No

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## RELIGIOUS AND EDUCATIONAL PHILOSOPHY

Have you had any courses in the Christian Philosophy of Education?       Yes     No

Have you had other courses giving specific training for Christian Day Schools?     Yes     No

What do you consider to be the proper classroom atmosphere for learning?

What is your philosophy of discipline?

Briefly describe the role of the teacher in the classroom:

List and explain the subjects in which you have the most confidence to teach.

In what way(s) do you model for your students Christian attitudes toward family, church, social, and authority structures?

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List in order of priority what you consider to be the three most important objectives of Christian education:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

What do you believe is the unique function of the Christian school program?

\_\_\_\_\_

\_\_\_\_\_

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## CHRISTIAN BACKGROUND

What is your denominational preference? \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

Pastor's name: \_\_\_\_\_

Are you presently a member in good standing?  Yes  No      Years? \_\_\_\_\_

Are you active in your church?  Yes  No

Do you believe the Bible to be the inspired word of God and infallible, our final authority in all matters of faith, conduct, and truth?  Yes  No

What is your attitude toward working with those of other races and other denominational beliefs?

Describe your routine of personal Bible study and prayer.

Give your own definition of a Christian:

What was your life like before receiving Christ?

How did you realize you needed Christ?

How did you receive Christ and become a Christian?

How is Christ helping you day by day?

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## DOCTRINAL STATEMENT

Tupelo Christian Preparatory School's (TCPS) Doctrinal Statement expresses its foundational life view and direction for the present and future and our understanding of the past.

We ask that you read over it and sign below.

1. We believe in the Scripture of the Old and New Testaments as verbally inspired by God, and inerrant in the original writings, and that they are of supreme and final authority in faith and life.
2. We believe in one God, eternally existing in three Persons: Father, Son, and Holy Spirit.
3. We believe that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary and is true God and true man.
4. We believe that man was created in the image of God, that he sinned, and thereby incurred, not only physical death, but also spiritual death which is separation from God; and, that all human beings are born with a sinful nature, and, in the case of those who reach moral responsibility, become sinners in thought, word and deed.
5. We believe that the Lord Jesus died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice; and that all who believe in Him are justified on the ground of His shed blood.
6. We believe in the resurrection of the crucified body of our Lord, in His ascension into heaven, and His present life there for us, as High Priest and Advocate.
7. We believe that our Lord and Savior Jesus Christ will personally return and set up His Kingdom wherein He will rule and reign in righteousness.
8. We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit, and thereby become children of God.
9. We believe in the bodily resurrection of the just and the unjust, the blessedness of the saved, and the retribution of the lost.
10. We, therefore, believe in:
  - a. The Deity, Virgin Birth, Vicarious Death, Physical Resurrection, Ascension and Personal Glory of the Lord Jesus Christ
  - b. The Personality, Deity, and Work of the Holy Spirit
  - c. The personality of Satan

- d. The Great Scriptural Doctrines of Sin, Salvation by Grace, Redemption, Regeneration, Justification by Faith, Prayer, Physical Resurrection, the Reward of Believers, and the Retribution of Unbelievers

**I HAVE READ AND FULLY SUBSCRIBE TO AND SUPPORT THE STATEMENT OF FAITH OF TUPELO CHRISTIAN PREPARATORY SCHOOL AND PROMISE THAT WHEN I CAN NO LONGER DO SO, I WILL RESIGN MY POSITION OR WILL CONSIDER MY CONTRACT NULL AND VOID.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## APPLICANT'S CERTIFICATION AND AGREEMENT

I have made application for a position as a \_\_\_\_\_  
with Tupelo Christian Preparatory School.

I understand that Tupelo Christian Preparatory School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand and agree that I will be paid and receive benefits only through the day of release.

I authorize Tupelo Christian Preparatory School to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record.

I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure.

In addition, I hereby release the school, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to the school.

Since I will be working with children, I understand that I may be submitted to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation.

I authorize the school to conduct a criminal records check.

I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information.

The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

I certify that I have carefully read and do understand the above statements.

Applicant's Name (Print): \_\_\_\_\_

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

Applicant's Signature: \_\_\_\_\_

Applicant's Social Security Number: \_\_\_\_\_

I waive the right to ever personally view any references given to Tupelo Christian Preparatory School.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

I certify that I have carefully read and do understand the above statements.

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## DECLARATION OF MORAL INTEGRITY

Our school expects all of its employees and its volunteers with unsupervised access to children to model the same Christian values and lifestyle that it seeks to inculcate in its students. As an applicant for a ministry position as an employee or as a volunteer at this school,

I (print name) \_\_\_\_\_ recognize, understand, and agree to live by the Christian moral standards of the school.

I declare that during the past year I have not engaged in, at the current time I am not engaging in, and promise that I will not during the term of my employment or volunteering, engage in inappropriate sexual conduct. Inappropriate conduct includes, *but is not limited to*, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual or lesbian sexual activity, sexual harassment, use or viewing of pornographic material or websites, or sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.

*“Honor marriage, and guard the sacredness of sexual intimacy between wife and husband. God draws a firm line against casual and illicit sex.” Hebrews 13:4 The Message*

I declare that I do not use tobacco products of any nature and I do not abuse alcoholic beverages or engage in the sale or distribution of those products.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of this Christian school.

Applicant’s signature: \_\_\_\_\_

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

Administrator’s signature after discussion with applicant/volunteer: \_\_\_\_\_

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

*“A pupil is not superior to his teacher, but every one [when he is] completely trained—readjusted, restored, set to rights, and perfected—will be like his teacher.” Luke 6:40 The Amplified Bible*

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# TUPELO CHRISTIAN PREPARATORY SCHOOL

5440 Endville Road  
 Blden, Mississippi 38826  
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[www.TCPS.net](http://www.TCPS.net)

## INSTRUCTIONAL REFERENCE FORM

I, \_\_\_\_\_ have filed my application for an instructional position at  
 Tupelo Christian Preparatory School.

I have asked for assignment in \_\_\_\_\_ or in \_\_\_\_\_.  
 I shall appreciate it very much if you will fill in the blanks below and mail direct to Tupelo Christian  
 Preparatory School.

Sincerely,

**APPLICANT'S SIGNATURE:** \_\_\_\_\_

### OFFICIAL CONFIDENTIAL INFORMATION

	SUPERIOR	STRONG	AVERAGE	FAIR	POOR
<b>GENERAL APPEARANCE</b> acceptable, attractive, neat					
<b>PHYSICAL FITNESS</b> free from chronic ailments					
<b>PERSONALITY</b> wholesome, pleasing					
<b>SOCIAL QUALITIES</b> evidence of social maturity					
<b>ETHICS</b> professional relationships					
<b>EMOTIONAL STABILITY</b> self-control, possesses spiritual convictions					
<b>CITIZENSHIP</b> community and personal standing					
<b>VOICE</b> pleasing and modulated					
<b>USE OF ENGLISH</b> acceptable in conversation and speech					
<b>INTELLECTUAL CAPACITY</b> alert, responsive, adequate					
<b>ATTITUDE TOWARD CHILDREN</b> recognizes the needs of children					
<b>ADEQUACY OF PROFESSIONAL TRAINING</b> evidence of being up to date professionally					
<b>SUCCESS AS AN INSTRUCTOR</b> works to capacity with maximum results					
<b>GENERAL RATING</b>					

OVER

How long have you known the applicant?

In what capacity?

Has this applicant demonstrated a real commitment to Christian living both on and off campus? Is he/she a good role model for students?

List principal character and personality strengths.

Are there character or personality weaknesses that diminish this applicant's effectiveness as a role model?

Are there family factors that might help or hinder the applicant's success at this school?

Have you noted depth of convictions as demonstrated by honesty, fairness, respect for authority, diligence, compassion, tact, and other Christian virtues?

Do you consider the applicant a self-starter, willing to do extra tasks if needed?

**EMPLOYER**

How would you rank this person as compared to others you have supervised?

Top 5%  Next 20%  Middle 50%  Low 25%

Would you employ the above applicant as an instructor? Yes  No

COMMENTS: (If you prefer you may call me 1-662-844-8604)

SIGNATURE OF REFERENCE: \_\_\_\_\_

NAME OF REFERENCE: \_\_\_\_\_

TITLE OR POSITION: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
CITY, STATE ZIP

\_\_\_\_\_  
AREA CODE PHONE