

Substitute Teacher Application Information

Thank you for your interest in substituting for Sweetwater City Schools. Substitutes are vital members to our school system and offer an important contribution to the educational program in the classroom.

Requirements to be a Substitute Teacher:

- Minimum of High School Diploma/GED
- Completion of Fingerprinting for a Criminal Background Check
- Substitute Training Program

Substitute Teacher Pay Rate:

\$8.35 /hour

Instructions for applying:

Substitute application packets are available for pick up at our Central Office or you may download the documents from the list below. Please submit the Employment Application to our Human Resources Dept. prior to completing fingerprinting so we will have your contact information when we receive the results of your background check.

- [*Substitute Teacher Application*](#)

Please fill out the application completely & accurately
Attach proof of education (Diploma or Transcripts)
Include a copy of your Teaching License (if applicable)

- [*Fingerprinting Information*](#)

Follow the directions on the attached document to complete fingerprinting

Upon receipt of your application & completed background check, you will be contacted to schedule a screening interview. Also, additional forms, such as direct deposit, W-4, New Hire Reporting Form & I-9 will be given to you for completion prior to you being officially added to our Substitute List. You will also be notified of our upcoming Substitute Training Session.

If you have any questions, please contact Tiffany Vestal or call 423.337.7051