



## Legalities

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Are you presently being investigated or under procedure to consider your discharge for misconduct by your present employer, or, have you offered a resignation to your previous employer?

Yes  No

Have you ever been reprimanded, disciplined, discharged, or asked to resign from a prior position?

Yes  No

Have you ever resigned from a prior position without being asked, but under circumstances involving your employer's investigation of sexual harassment or contact with another person, of mishandling funds, or of criminal conduct?  Yes  No

Have you ever been convicted of any offense involving improprieties regarding children?

Yes  No

Have you ever been convicted of any crime involving moral turpitude (e.g., lying, cheating, stealing) or any crime involving physical violence?  Yes  No

Have you ever entered a court plea of guilty, a court plea of "no contest" ("nolo contendere"), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on a probationary, public service or educational program for any crime other than a minor traffic offense?

Yes  No

If you answered "yes" to any of the above questions, please attach a separate sheet indicating the nature of the suit, offense, date, court, disposition or other appropriate explanations.

## Christian Background and Views

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Are you in complete agreement with the Greenville Classical Academy's Statement of Faith?

Yes  No If not, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name and location of your church: \_\_\_\_\_

Are you a member?  Yes  No Do you regularly attend services?  Yes  No

Areas in which you serve at your church: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Transcripts

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If you have not already done so, please have an official copy of your post-high school education sent to the following address:

Greenville Classical Academy  
2519 Woodruff Road  
Simpsonville, SC 29651

## Educational Background

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Please attach photocopies of all your college/university transcripts. Official copies of transcripts are required prior to starting employment and must be sent directly from the institution to GCA.

High School: \_\_\_\_\_  
Name of High School City, State Date of Diploma

Name of Undergraduate School	City, State	Dates Attended	Major	Minor	Degree
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Name of Graduate School	City, State	Dates Attended	Major	Minor	Degree
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Please list other academic training or certifications relevant to teaching: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list any non-academic training or certifications relevant to teaching: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate memberships, offices, and honors obtained in

High School: \_\_\_\_\_

College: \_\_\_\_\_

Graduate School: \_\_\_\_\_

Professionally: \_\_\_\_\_

## Work Experience

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Administrative Experience: (Use additional paper if necessary)

Name of School \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Position Held \_\_\_\_\_

Dates \_\_\_\_\_ Peak Salary \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Name of School \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Position Held \_\_\_\_\_

Dates \_\_\_\_\_ Peak Salary \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Name of School \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Position Held \_\_\_\_\_

Dates \_\_\_\_\_ Peak Salary \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Teaching Experience: Indicate below all teaching positions held. (Use additional paper if necessary)

Name of School/Institution	City, State	Dates Attended	Major	Minor	Degree
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Employment Experience: Starting with the most recent employer, please list all of the positions you have held for the past five years. (Use additional paper if necessary)

Employer	State	Phone Number	Position Held	Reason for leaving	May we contact?
_____	_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

Have you already signed a contract for next school year with any other institution?  Yes  No

## References

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Personal References (Relatives may not serve as references.)

Name	Email	Phone Number	Occupation	Relationship
1. _____ Pastoral Reference	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

Business/Professional References (If possible, include at least one academic reference)

Name	Email	Phone Number	Occupation	Relationship
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

Do we have permission to contact your references?  Yes  No

## Declaration of Moral Integrity

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Our school expects all of its employees 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 at this school, I recognize, understand and agree to live by the Christian moral standards of the school.

I declare that during the past two years, 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 engage in inappropriate sexual conduct, inappropriate conduct outside of marriage (e.g., premarital sex, cohabitation, extramarital sex, homosexual or lesbian sexual activity), sexual harassment, use or using of pornographic material or websites, or sexual abuse or improprieties toward minors as defined by Scripture or federal or state law. I declare that the above statement is factual and true. My signature indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of this Christian school.

\*Luke 6:40

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

## Written Responses

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Please give thoughtful responses to each of the following on a separate sheet of paper:

1. Describe what it means to be a Christian and substantiate your faith in Jesus Christ.
2. Summarize your philosophy of Christian education.
3. Summarize the elements that make a school classical.
4. Summarize why you wish to administrate and/or teach at Greenville Classical Academy.
5. Read and express your thoughts on either the book *Recovering the Lost Tools of Learning* by Douglas Wilson or *The Lost of Tools of Learning* by Dorothy Sayers.
6. What are your career goals? What do you think God's calling is for you (as best you can tell at this point) for the next 5–10 years?
7. What are your professional strengths and weaknesses?

## Affidavit

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Please read the completed application over carefully before signing below.

The answers to the above questions are true and complete. I understand that any inaccurate or misleading information may cause Greenville Classical Academy (GCA) to reject my application, or if I am hired, may lead to discipline, up to and including immediate termination, in the sole discretion of GCA. If I am released under these circumstances, I further understand that I am entitled to no further benefits.

I grant GCA permission to contact the references, work records, evaluations and education I have listed on this form. I also consent to GCA conducting any background criminal and motor vehicle checks. I agree not to hold GCA liable for any information received or omitted as a result of these contacts or checks or for any actions taken by GCA (which it may make in its sole discretion) as a result of receiving such information.

I understand that any offer of employment with GCA is contingent upon my passing any required physical examinations, including drug testing.

I understand that nothing contained in this application or in the interview process is intended to create an employment contract between me and GCA. I understand and agree that GCA is an at-will employer. This means that if I am hired, I will be employed at-will, and I will have the right to leave GCA at any time for any reason or no reason with or without notice and GCA has the same right. Any agreement to change the at-will status of my employment can be made only by written agreement titled "Employment Contract" and personally signed by me and the Chairman of the Board of GCA. I understand that no other employee, manager, or other agent of GCA has any authority to alter the at-will status of my employment or enter into any agreement concerning the terms or duration of my employment.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Criminal Background Screening

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By signing below, I hereby authorize GCA to complete a criminal records check using the information provided below.

Name \_\_\_\_\_

Street \_\_\_\_\_

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

Social Security No \_\_\_\_\_

Date of Birth \_\_\_\_\_

Driver's License No \_\_\_\_\_

Signature \_\_\_\_\_

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

*Greenville Classical Academy does not discriminate in hiring or employment on the basis of race, color, sex, national origin, or veteran status, unless a bona fide occupational qualification applies.*