

<p>Has this individual been previously employed in your district?</p> <p><input type="checkbox"/> Yes – Where? _____ <input type="checkbox"/> No</p>	
<p>Does this individual have a Degree or Specialized Training related to the Licensure Field?</p> <p><input type="checkbox"/> Yes – In what content area? _____ <input type="checkbox"/> No</p>	
<p>Is this individual enrolled in a teacher preparation program?</p> <p><input type="checkbox"/> Yes – Where? _____ <input type="checkbox"/> No</p> <p>What is the licensure field sought? _____</p>	<p>When can the Board expect this individual to be licensed?</p>

DISTRICT ADVERTISING INFORMATION

<p>What efforts were made to assign an existing licensed educator to fill the position:</p>	
<p>Provide a description of efforts to assign a licensed teacher to fill the position, including the exact dates and where the advertisement appeared for the posting of the position.</p>	
<p>How many applications were received?</p>	<p>How many licensed teachers applied for the position?</p>
<p>If licensed teachers applied for the position, explain why a fully licensed teacher was not hired for this position.</p>	

DISTRICT PROPOSED ASSIGNMENT INFORMATION

<p>How many non-licensed community experts have been approved for your district for the current school year?</p>	
<p>What is the total number of teaching assignments for your district school?</p>	
<p>How many licensed teachers do you employ?</p>	<p>What is the total FTE% of this position?</p>
<p>Proposed level of compensation to the community expert compared to the salary schedule compensation for a first year teacher?</p>	<p>How was this amount determined?</p>
<p>What additional information is relevant to this NLCE application?</p>	

APPLICATION ATTACHMENTS

a. Is a resume attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Is a transcript attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
c. Fingerprint background check?	<input type="checkbox"/> Yes <input type="checkbox"/> No
d. Other recommendations that attest to the community expert's expertise and/or ability to teach others?	<input type="checkbox"/> Yes <input type="checkbox"/> No
e. Is a detailed explanation of the duties for the non-licensed community expert and a description of the position enclosed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
f. A detailed description of the school's efforts to obtain a fully licensed educator?	<input type="checkbox"/> Yes <input type="checkbox"/> No
g. A letter of explanation, signed by the school's hiring authority, of why the district believes this individual is qualified to fill the position?	<input type="checkbox"/> Yes <input type="checkbox"/> No
h. Has the following information been provided: staff development, mentoring, and/or supervision? Name of Mentor?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fee attached: \$100.00	<input type="checkbox"/> Yes <input type="checkbox"/> No

REQUIRED SIGNATURES

PROPOSED COMMUNITY EXPERT

I have read this application and I understand that the district is requesting permission to hire me as a non-licensed community expert.

Proposed Community Expert's Signature:	Date:
Social Security Number: <i>Note: It is not mandatory to provide your Social Security Number. Failure to do so may result in misidentification but will not result in denial of this request.</i>	

SUPERINTENDENT

I understand that if this application is approved, the state is responsible for requiring an application and criminal background check as specified in NDCC 15.1-13-14 . I further verify that the information contained in this application is true and accurate to the best of my knowledge and belief.

Superintendent's Signature:	Date:
------------------------------------	--------------