

**OFFICE USE ONLY**☐ E-verified

Employee #

Job #

**Clarke County School System  
Substitute Teacher Data Sheet**Name: \_\_\_\_\_  
Last First MI

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Education: High School: ☐ YES ☐ NO College: ☐ YES ☐ NO

Location of School(s) for Substituting:

\_\_\_\_\_  
\_\_\_\_\_Availability for Substituting: ☐ Part-time ☐ Full-time ☐ TemporarilyDays available for Substituting: ☐ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri.**For retired employees only:**Are you currently a member of the Retirement Systems of Alabama (RSA)? ☐ YES ☐ NOAre you receiving a monthly retirement payment from RSA? ☐ YES ☐ NO

If retired: School &amp; Date last worked: \_\_\_\_\_

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