

PERSONNEL

03.11 AP.24

~~—CERTIFIED PERSONNEL—~~**Candidate Information**

**PRINCIPAL:** *This applicant is qualified for a vacant position at your school. After consulting with the council, please complete the appropriate section of the following form for each applicant and return this form to the Central Office. Please include 03.11 AP.25/Recommendation for Employment and credentials along with the form for the individual selected.*

NAME OF APPLICANT \_\_\_\_\_

**REFERRED TO** \_\_\_\_\_ **DATE** \_\_\_\_\_  
 \_\_\_\_\_  
*School*

☐ Called for Interview ☐ accepted interview **DATE/TIME** \_\_\_\_\_  
☐ declined interview; reason: \_\_\_\_\_  
☐ Not Called for Interview

**TO BE COMPLETED BY PRINCIPAL:**

☐ Offered Position ☐ accepted ☐ declined; reason: \_\_\_\_\_  
☐ Not Offered Position ☐ letter sent (and included in file)

**REFERRED TO** \_\_\_\_\_ **DATE** \_\_\_\_\_  
 \_\_\_\_\_  
*School*

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☐ declined interview; reason: \_\_\_\_\_  
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