



1130 S Ivy Street • Canby Oregon 97013 • Phone 503-266-0006 • Fax 503-266-0024

### **Substitute/Hourly/On-Call Employee Registration Form**

- Licensed Substitute    Instructional Assistant Substitute    Food Service Substitute  
 Custodial/Maintenance Substitute    Coach  
 Tutor    Interpreter    Community Education Instructor    Driver's Education Instructor  
 Other \_\_\_\_\_

Full Legal Name \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Teaching License/Endorsements \_\_\_\_\_ Expiration Date \_\_\_\_\_

Bilingual If checked, please list languages: \_\_\_\_\_

Email Address \_\_\_\_\_

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

### **Public Employees Retirement System**

1. Are you currently or have you ever been a member of the Oregon Public Employees Retirement System (PERS)? Yes  No   
If yes, please choose one: Tier 1-2 Member  OPSRP Member
2. Are you currently working for any other public employers? Yes  No
3. Do you expect to work more than 599 hours (average of 8.5 days per month for 9 months) this calendar year? Yes  No
4. Are you retired from PERS? Yes  No  If yes, Retirement Date \_\_\_\_\_

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#### **For Office Use**

First Date Worked \_\_\_\_\_

Position \_\_\_\_\_

Employee ID Number \_\_\_\_\_

CESD Registry Verified  Through \_\_\_\_\_

Mandatory Trainings

Fingerprinting (Classified)

Aesop