



How to Become a Substitute Teacher in the Elk Grove Unified School District

I. Retired EGUSD Teacher

If you are a retired EGUSD teacher, it is only necessary to submit an application for Substitute Teacher on Edjoin. Attachments are not required. If additional documents are needed, we will request them at a later date. <http://www.egusd.net/employment/career/>

II. If you have a current Credential or Emergency 30 Day Teaching Permit

Apply for the Substitute Teacher posting on Edjoin, attach your current valid Credential or Emergency 30 Day Teaching Permit and Resume. <http://www.egusd.net/employment/career/>

III. If you have had an Emergency Permit in the Past

Please renew it directly with CTC via their website - www.ctc.ca.gov

Once CTC has re-issued your Emergency Permit you can apply to the Substitute Teacher posting on Edjoin, attach your current Emergency 30 Day Teaching Permit and Resume. <http://www.egusd.net/employment/career/>

IV. If you do NOT have a Credential nor Emergency Permit

If you do NOT have a Credential nor Emergency 30 Day Permit and **have never applied for one**, EGUSD can assist you in applying for your Emergency 30 Day Permit. Substitute Teacher position requires you to have a BA or higher. You will need to attach the following documents to your Edjoin application:

1. Resume
2. CBEST or Equivalent (please see link below)
<https://www.ctc.ca.gov/docs/default-source/leaflets/cl667.pdf>
3. Certificate of Clearance or Live scan Form 41-LS for CTC
This is done at a UPS store or similar location, this is a CTC requirement and is **NOT DONE** through the EGUSD Fingerprinting Office.
<https://www.ctc.ca.gov/docs/default-source/leaflets/41-ls.pdf?sfvrsn=0>
<https://www.ctc.ca.gov/credentials/faq-fingerprints>
4. Apply to the Substitute Teacher posting via Edjoin: www.edjoin.org

**** Once you start the onboarding process with EGUSD, we will provide you with the EGUSD fingerprint requirement.**