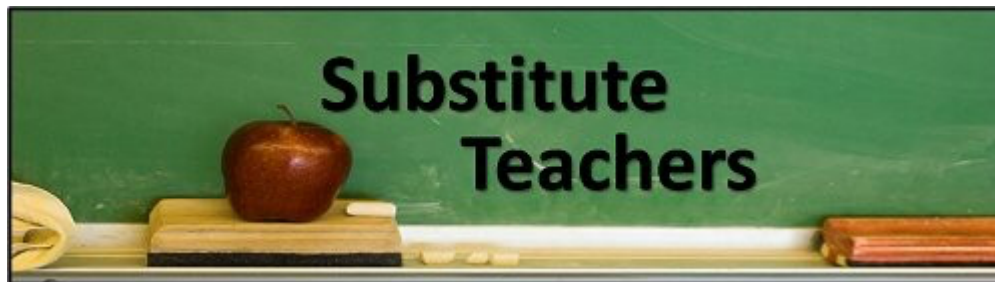


*MECKLENBURG COUNTY PUBLIC SCHOOLS
SUBSTITUTE TRAINING WORKSHOP*



When: Wednesday, March 15, 2023 Time: 8:30 am - 1:00 pm

*Where: MCPS Central Office
175 Mayfield Drive
Boynton, VA 23917*

**YOU MUST HAVE THE FOLLOWING ITEMS WITH YOU IN ORDER TO
PARTICIPATE IN THE WORKSHOP:**

- **2 Separate Money Orders or Certified Checks**
1 for \$10.00 payable to VA Dept. of Social Services (Child Abuse & Neglect Registry)
1 for \$27.00 payable to MCPS (Criminal Background Check through fingerprinting)
- **2 Forms of Identification:** example - Driver's License, Social Security Card, Birth Certificate, Passport or Military ID
- **Proof of your highest level of education** - A copy of your High School or College Diploma, Transcripts or GED
- **Copy of your On Line Application** (Only On Line apps will be accepted - NO hand written applications)
- **A voided check or something from your bank** (on bank letterhead) showing your routing number and account number
- **TB testing results** - You can have this done at the Mecklenburg County Health Department or at a Doctor's office of your choice ahead of training. (Either is at your expense)

Contact Kimberly V. Brown @ 434.738.6111 Ext. 21020 for any further information