



Middle Township Public Schools

ADMINISTRATION BUILDING

216 South Main Street

Cape May Court House, New Jersey 08210-2499

PHONE: (609)465-1800 ext. 3101

FAX (609)463-1979

Dr. David Salvo, Superintendent of Schools

Dear Applicant:

Thank you for your interest in the Middle Township School District.

To be considered for a Substitute teaching position, you must present the following:

- Copy of your Teacher's Certificate **OR** the Cape May County Substitute Teacher's Certificate
https://www20.state.nj.us/DOE_TCIS_ASC/pages/appStatusSearch.jsp
- Copy of your criminal clearance for Middle Township School District County Code (09), Middle Township School District Code (3130) Service Code 2F1FB1
<https://www.nj.gov/education/crimhist/>
- State of NJ Sexual Misconduct/Child Abuse Disclosure Release
<https://www.state.nj.us/education/crimhist/preemployment/Release.pdf>
- Negative Tuberculous Test

If you need to apply for the Substitute Credential, you may do so online:

<https://www.nj.gov/education/license/sub/Applicant%20Procedures%20for%20Sub%20Credential.pdf>

Upon completion of the TCIS online application, you should record your tracking number. Deliver the County Substitute Certificate Application, <https://nj.gov/education/license/forms/SubstituteCredentialApplication.pdf>, criminal clearance for Middle Township School District, sealed official college transcripts proving 60 credits along with the TCIS tracking number to Maria Sgrignoli at the Middle Township Public School Administration building.

If you have any questions please contact Maria Sgrignoli (609) 465-1800 Ext. 3101.

Sincerely,

Dr. David Salvo
Superintendent