

Wake County Public School System
AESOP PROFILE FORM
AUTOMATED EDUCATIONAL SUBSTITUTE OPERATOR

RENEWAL SUBSTITUTE
TEACHERS
2011-2012

Employee ID _____

Last Name _____ First Name _____ M.I. _____

Address _____

City _____ State _____ Zip _____

Telephone Number with area code _____

E-Mail Address _____ Date of Birth: _____ Gender: Male _____ Female _____

State of NC Retiree? Yes No. If yes, date of retirement: Month _____ Day _____ Year _____

RACE/ETHNICITY: Please answer **both** Part I and Part II.
The federal government recently added options providing employees the opportunity to represent themselves more accurately.

Part 1 - Ethnicity Designation (please select one) Mark with and X or highlight in black one of the following boxes.

Are you Hispanic or Latino Yes No

Part 2 – Race Designation (select at least one, and all that apply)

- American Indian or Alaska Native:** A person having origins in any of the original peoples of North or South America (including Central America), and who maintains a tribal affiliation or community attachment.
- Asian:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand or Vietnam.
- Black or African American:** A person having origin in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

College Degree Yes _____ No _____ Major/Minor _____

Certified Teachers:

Is there a copy of your teaching certificate/license with your application or in your personnel file? Yes _____ No _____

What are you licensed to teach? _____ Level(s) _____

State you are licensed? _____ Current _____ Expired _____

SETT Pay Rate: (Certified teachers do not need to answer these questions.)

Is there a copy of your SETT Certificate, or Masters/Doctorate transcript(s), or Early Childhood Education transcript(s) included to confirm your pay rate?

Yes _____ No _____

If you have **just completed** student teaching have you provided an up-to-date transcript? Yes _____ No _____

Once you have completed the profile and Intent to sub form and return to the sub office, we will send you your Aesop Welcome Letter with your Login ID and PIN. Then you will be able to go online and review the user guides and training videos, change your PIN, choose your schools, choose your days and times that you want to be available for subbing among other things