

COLLEGE STATION ISD BACKGROUND CHECK INSTRUCTIONS

Please follow the instructions below to be cleared for clinical teaching in College Station ISD.

Field Experience Application

- Applicants must “apply” to complete field experience in College Station ISD.
- You will complete the online Field Experience application.

IMPORTANT – Once submitted, you will see an option to print the confirmation page. You must print, save as PDF, OR screenshot this page and then upload it in the [AEP](#) under Assignments → Proof of Background Check. **Be sure the screenshot clearly shows your NAME and DATE of submission.**

The screenshot displays the 'College Station ISD - TalentEd Recruit & Hire' interface. At the top left, a timestamp '1/18/24, 4:37 PM' is circled in red, with an arrow pointing to a yellow box labeled 'Must clearly show date'. The page header includes 'Welcome K. [REDACTED]', 'Account Settings', 'Sign Out', 'English', 'Hire Home', 'Internal', 'Admin', and 'Help'. The main navigation bar contains 'Job Listings', 'Profile', 'Application Status', 'Interviews', 'References', 'Documents', 'Job Offers', 'FAQ', and 'Sign Out'. A message states 'Your application was successfully submitted.' Below this, a table provides application details:

Application Confirmation #	155568
Name	K. [REDACTED]
Username	[REDACTED]
Job Title	Field Experience for Spring 2024 (Student Teachers, Observers, Methods & Interns)
Job Posting ID	2902700

Below the table, instructions state: 'Please print this page for your records.' and 'You may check the status of your application and interviews at any time by entering your user name and password on College Station ISD careers homepage.' A note mentions that references were automatically sent a survey. On the right, 'Helpful Links' include 'Job Listings', 'Application Status', and 'Sign Out'. At the bottom right, there are buttons for 'Print This Page' and 'Print Application'.