



Santa Fe Independent School District Substitute Teacher Requirements

- Apply for the Substitute Teacher position online at
<https://employee.sfisd.org:444/scripts/wsisa.dll/WService=wsFin/rappljoblst050.w>

If there is not a posting for Substitute teacher, then SFISD is not currently hiring substitute teachers.

- A substitute must have 48 hours college credit (official, unopened transcript required) or more or pass an equivalency test. SFISD administers the PACT test as an equivalency exam. If you need to take the PACT test please contact the Human Resources department at 409-925-9032 for information.
- A substitute must be fingerprinted through State Board for Educator Certification and clear the criminal history background check. (cost approximately \$50.00)
- Complete an online Substitute Training through Safe Schools.
- Complete paperwork through SFISD Human Resources department and attend a district orientation.