Catholic Education Board of Management

34B Belmont Circular Road, Belmont
Email: cebm@cebm.org.tt
Tel: 1-868-607-CEBM: Fax: 1-868-624-8940

Confidential Form for Teacher Upgrade

Note to Applicant:

- You are requesting an endorsement from the **Catholic Education Board of Management Ltd.** for teacher upgrade.
- This Board is responsible for assuring the preservation of the Catholic character of the school.

Note to School Priest Manager/Parish Priest

This form is intended to be completed by **both** the School Priest Manager (of the school that the applicant is **currently** stationed) and the Parish Priest (of the parish that the applicant **currently** attends). If both roles are held by the same individual, please indicate this clearly and complete only one section.

When you have completed this form please do not return to the applicant, but send directly to: **Catholic Education Board of Management** at the above address.

Please note that this form is also available online at catholictt.org/education-2/catholic-education-board/ and can be emailed when completed.

Applicant's Full Name:

_____

Surname Christian Names

Applicant's Address:_____

_____**Telephone:** _____

Status: Single_____**Married**_____**Other (explain)**_____

If Married: Is the marriage a civil marriage? _____

Is the marriage recognized as a Catholic marriage? _____

Place of marriage _____

Date of marriage _____

Do you know the Applicant? School Priest Manager____ Parish Priest_____
A confidential character reference should be attached.

The APPLICANT as a Practicing CATHOLIC

For School Priest Manager	For Parish Priest
Attends school Mass _____ Receives Holy Eucharist _____ Prepares pupils for Mass _____ Actively instructs pupils in the faith _____ Actively participates in School Religious Exercises (retreats, assemblies) _____ Does the applicant's behaviour and character reflect or enhance the Catholic Ethos? _____	Attends weekend Mass _____ Receives Holy Eucharist _____ Involved in Religious Formation _____ Actively participates in Church Ministry _____ Actively participates in parish activities (retreats, programmes etc) _____ Does the applicant's behavior and character reflect or enhance the Catholic Ethos? _____

The Applicant and Catholic Religious Education.

Has the applicant within recent times been involved in teaching the faith, or involved in any programme of studies or religious formation?

_____

Does the applicant's class reflect any element of the Catholic ethos?

_____

The Applicant's Social Contribution to the School Community

_____

The Applicant as a Class Teacher

_____

_____

Please give a brief assessment of the applicant for upgrade as stated above, being able to impart human qualities, and as well the applicant's personality and character enhancing the teaching profession.

_____

_____

The Applicant for upgrade in any Catholic school.

Would you recommend the applicant for upgrade in any Catholic school, as well as your parish?

_____

Parish Interviewing Panel. **Parish Interviewing Panel.**

_____ _____

School Priest Manager **Parish Priest**

CEBM Official Use;

Dispatched:_____**Date**

Received: _____**Date**

Remarks:

_____

_____

_____

_____

_____ _____

Signature **Date**