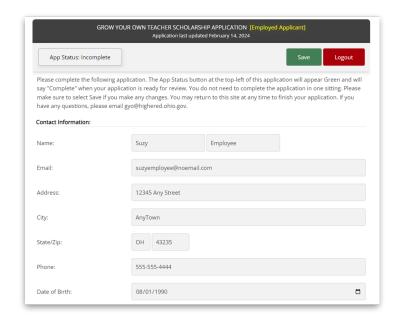
GYO Employee Candidate Portal: Completing the Application - Employees

Employees can access the application through the link that is emailed to them upon nomination.

Employee Contact Information

- Contact information will be completed by the district but may be updated by the employee.



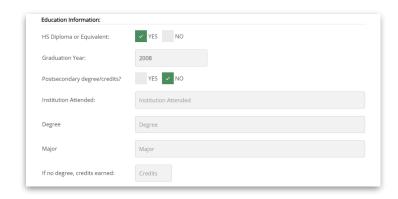
Employment Information

 If a candidate is employed by an ESC, the district of placement will be the district that submitted the nomination.



Employee Education Information

- Candidates must include high school graduation information and any post secondary information.
- If you have attended multiple institutions, list all in the "institution attended" field, separated by semi colons. (Ex. ABC University; ABC State)
- Included credits earned at all institutions.





Page 1 February 2024

GYO Employee Candidate Portal: Completing the Application - Employees

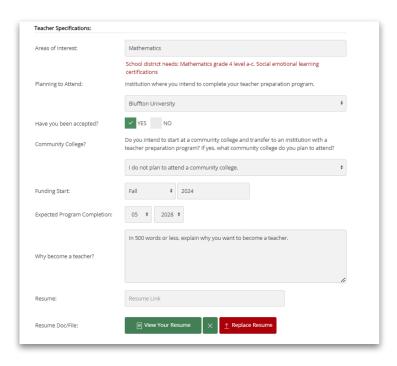
Page 2

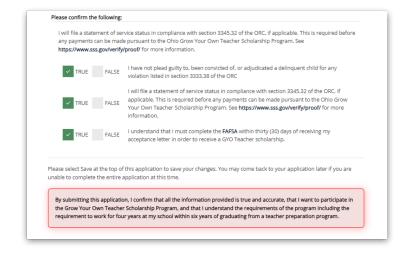
Teacher Specifications

- Candidates must identify their areas of interest. The school district has identified their areas of need that are displayed in red.
- Candidates must identify the teacher preparation program or community college they plan to attend and the semester in which they will begin. Candidates must include a statement of why they would like to become a teacher.
- Candidates can link to a resume or upload a resume.

Acknowledge Requirements

- Candidates must acknowledge program requirements prior to submitting.





Dhio, Department of Higher Education

GYO Employee Candidate Portal: Completing the Application - Employees

Application Status

- If any of the required items are missing, the application status will remain "In Progress". To view the missing items, click the "Status" button.
- The application status will show as "Complete" when all required fields have been populated.
- Candidates can return to their application and update their information, even after the application is complete.



Page 3 February 2024