Rule 21 requires the Superintendent of Schools or the Governing Body of the school system in which the applicant intends to teach to provide a written request for issuance of the Transitional Teaching Permit. The request must include documentation that the school system or governing body has not found a qualified and certified teacher for the position. A school system may consider academic credentials and professional dispositions of the applicant(s) when describing efforts to hire a qualified and certified teacher.

Please write your response to the following questions, describing your efforts to hire a qualified and certified teacher for the position and provide a statement as to the results of your efforts. Additional information may be attached, if necessary.

- Briefly describe your advertising efforts (newspaper, nebraskaeducationjobs.com posting, etc.). What were the results? ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________

- Number of qualified and certified applicant(s). ____________________________

- Was the position offered to any qualified and certified applicant(s) who refused the offer? If yes, describe the reason. ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________

- If the position was not offered to a qualified and certified applicant(s), please explain. ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________

*If employed in a nonpublic school, the signature of the area or diocesan superintendent is required.