

**“ON-LINE” SUBSTITUTE TEACHER
ORIENTATION/TRAINING/COST CHART**

EMPLOYEE GROUP	ORIENTATION	TRAINING	COST
PCSB Retired Instructional Employee (holds valid Florida Professional Certificate)	√		None
PCSB Retired Instructional Employee (does not hold valid Florida Professional Certificate)	√	√	None
PCSB Retired Non-Instructional Employee	√	√	None
Instructional Terminated/Resigned Employee (holds valid Florida Professional Certificate) (Left in good standing)	√		None
Instructional Terminated/Resigned Employee (does not hold valid Florida Professional Certificate) (Left in good standing)	√	√	None
Non-instructional Terminated/Resigned Employee (Left in good standing)	√	√	None
Instructional Terminated Performance or Mission & Vision (Deemed eligible for re-entry as a substitute teacher)	√	√	\$100
New Employee (Eligible for, or holds valid Florida Professional Certificate)	√		\$100
New Employee-(Not eligible for, nor holds a valid Florida Professional Certificate)	√	√	\$100

- *The School Board of Polk County, Florida, prohibits any and all forms of discrimination and harassment based on race, color, sex, religion, national origin, marital status, age, homelessness, or disability or other basis prohibited by law in any of its programs, services, activities or employment.*
- *To file concerns, you may contact the Office of Equity & Compliance in the Human Resource Services Division at (863) 534-0513.*
- *If you require any type of accommodation to complete the application process due to a disability, please call the Human Resource Services Division at (863) 534-0781.*
- *If you are deaf or hard of hearing, please contact the Polk County School District by calling Florida Relay Service at 1-800-955-8771.*