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State of Nevada

Department of Education

**Notification of Offer or Termination of Employment Pursuant to NRS 391.060 – Subsection 2
(Please Print Clearly)**

School District or Charter School: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Name: _____ Phone Number: _____

Notification of Offer of Employment

We have agreed to hire the individual below to teach _____
and are requesting that he/she be licensed in accordance with the provisions of subsection 2 of
[NRS 391.060](#), because: **(Attach documentation supporting the choice indicated below)**

A shortage of teachers exists; or

We have been unable to employ a person possessing the skills, experience or abilities of the
person to be licensed and such skills, experience, or abilities are needed to address an area of
concern for the school district or charter school.

Notification of Termination of Employment

The employment of the individual below has been terminated effective _____
Date

Name of Individual: _____

Date of Birth: _____ Last 4 Digits of Social Security Number: _____

Authorized Signature by a School District or Governing Body of a Charter School:

Printed Name: _____ Title: _____

Signature: _____ Date: _____

This is not an application for licensure. To obtain a license as an educator, the individual named above **must**
submit a completed Educator Licensure Application to the Office of Educator Licensure, along with this completed
and signed form, and all other supporting documents required for licensure in the requested area.

Pursuant to subsections 3 and 4 of [NRS 391.060](#), if the employment of a person to whom a license is issued
pursuant to subsection 2 is terminated, the school district or governing body of the charter school, as applicable,
must notify the Superintendent of Public Instruction within 5 business days. A license issued by the
Superintendent of Public Instruction pursuant to subsection 2 automatically expires on the date that the licensee is
no longer entitled to work in the United States pursuant to federal laws and regulations, and authorizes the person
who holds the license to teach only in the school district or charter school that submitted the request for the
issuance of the license to that person, and only in the subject area for which the person is qualified.