

**BEND - LA PINE SCHOOL DISTRICT NO 1**  
**ADMINISTRATIVE REGULATIONS**  
**CODE: GCCB-AR**  
**DATED:**  
**REVISED:**  
**REVIEW DATE:**  
**REVIEWED BY:**

**APPLICATION FOR EMPLOYMENT**

All applications for employment shall be received and processed by the personnel services department.

Applications shall be separated according to administrative, supervisory, licensed or classified positions.

All applications shall be receipt-dated and reviewed for completeness.

All applications shall then be kept on file in the personnel services department for a period of not less than three years.

The district shall determine the application procedure and requirements for administrative, supervisory, licensed and classified positions.