
TUSD Minimum Requirements Resources

This information is intended to provide you with an overview of required documentation for different TUSD positions you may be interested in pursuing. Please reference the requirements listed in the job posting associated with your recent offer.

All recommended candidates will be subject to minimum qualifications review and satisfactory results of an employment background check. Candidates are not expected to complete all of these requirements prior to an official hire letter. Out-of-pocket expenses are not eligible for reimbursement from the district.

Arizona IVP Fingerprint Clearance Cards

Fingerprint clearance cards are issued by Arizona Department of Public Safety (AZ DPS). They establish the procedures for applying for an IVP Fingerprint Clearance Card.

If you need to obtain a fingerprint clearance card, please [complete the online application](#) via the AZ DPS Portal.

Processing time may vary depending on the time of year. Typically, most cards are issued within 2-4 weeks.

AZ DPS Contact Information:

Phone: 602-223-2279 | Web: www.azdps.gov/services/public/fingerprint

Arizona Department of Education (ADE) Certificate

The Arizona Department of Education establishes certification guidelines for Arizona educators. If you need to obtain certification, please [complete the online application](#) via the AZEDCert Portal. Individuals should ensure that you meet certificate requirements prior to applying.

Processing times vary depending on the type of certification you are applying for. Please account for extended processing delays during the summer months.

ADE Contact Information:

Phone: 602-542-4367 | Email: Certification@azed.gov | Web: www.azed.gov/educator-certification

Bilingual Exams

The bilingual exam is required for some teacher assistants, clerical positions, and interpreters. Please email Nancy.MedinaBeltran@tusd1.org or call 520-225-4858 to reserve your spot.

Testing may take up to 2 hours. Please plan accordingly.

CPR/First Aid Certification

Only in person courses are accepted. You may register through our [List of R0 gist of R0 gist of R0 gist of R0 gist of R re1 325.130mFE](#)

MMR Proof of Immunization

TUSD does not mandate additional vaccinations as a condition of employment (exception – Community School positions). However, TUSD supports the voluntary vaccination against communicable diseases to