

Substitute Teacher Information

Welcome to the website for our current FBISD Substitute Teachers. On this website, we will post important information and updates

If you need to change your primary telephone number in My Self Serve, please log in on the Employee/Staff Information on the FBISD website.

Substitute Applicants

We will not hire any substitutes during the months of May, June, July, or early August. If you apply during this time period, you may not be contacted until the school year starts and in the order listed below.

We are grateful to have an abundance of substitute applicants; please understand that with the high volume of interest not all applicants may be called to participate in a substitute orientation.

Your application will be considered complete when a minimum of two references have been returned on-line (completed and submitted within the last year), a copy of your official transcript has been uploaded to the application (reflecting at least 60 college hours), and your certification/license information has been entered (if applicable). It is not necessary to come to the Human Resources department unless and until you are contacted by the Substitute office. Thank you for your collaboration.

Substitute teacher orientations are generally held once a month from August through April. Applicants must have a complete application on file which includes a copy of unofficial transcripts and a minimum of two references from current/previous supervisors (no relatives).

Former FBISD teachers are required to attend a Substitute Orientation.

We hire substitutes according to the needs of the District and generally in this order:

1. TX certified
2. principal's request
3. ACP applicant
4. degreed
5. non-degreed.

An applicant must:

- Complete an [online application](#)
- Upload or submit a copy of unofficial transcripts (upload; email to substitutes@fortbendisd.com; fax to 281.327.1703; or mail to Attention: FBISD Substitute Office 16431 Lexington Blvd, Sugar Land, TX 77479)
- Include a minimum of two references with their email addresses
- Check to see if application is complete by logging into your [online application](#)
- Immediately below the 'Start Application' button, are two links. Click the 'Check Application and Documentation Status' link to see if Human Resources received a copy of your transcript(s) and at least two completed reference forms

You may receive an email invite to attend a 2-hour orientation that covers classroom management, FBISD policies and procedures, and instructions on using the Aesop Absence Management System.

Minimum Requirements

60 college hours
Bachelor's degree preferred

Sub Pay Rate

Degreed/Non-Degreed - \$85/day
TX Certified/Licensed RN - \$95/day

*Substitute Teachers are **not eligible** for any employee wage and health benefits.*

*Substitute Teachers are **not eligible** for unemployment compensation during any school holidays and/or breaks including summer breaks.*

Fort Bend ISD is a fast-growing district in need of qualified substitute teachers.

Resources

[Substitute Handbook](#)

[Substitute Evaluation of Campus](#)

[Substitute Report for the Teacher](#)