



1. Apply for your Substitute License with the [Nevada Department of Education](#)
 - Click on Educators > Educator Licensure > Under Application Process Click on OPAL > Apply for a License or Endorsement (*Answer ALL questions! You are applying for a "Substitute Teacher License"*) > Once you finish > click save > License Fee is due

2. Fingerprinting:
 - You **must** already have an OPAL account with the Nevada Department of Education AND have completed their application for your Substitute License BEFORE fingerprinting. A \$17 check made payable to *Fingerprinting Express* or credit/debit card may be used.
 - Fingerprint location: www.fingerprintingexpress.com
6485 S Rainbow Blvd # 103 Lv Nv 89118 702-489-7994
Mon - Fri 9:00am-6:00pm Sat 9:00am-6:00pm

**BEFORE APPLYING WITH THE CLARK COUNTY SCHOOL DISTRICT FOR EMPLOYMENT
YOU MUST ALREADY BE IN POSSESSION OF YOUR SUBSTITUTE LICENSE**

3. Apply for employment with the Clark County School District [Teach.Vegas](#)
 - a. Click on Substitute > Apply > Type Sub Teacher in the keyword box > Apply > Create your account > You **MUST** upload your substitute license to your application before you submit
 - b. Questions for Substitute Applications > 702-799-5427 option 2 or email substitutenewhire@nv.ccsd.net