



MOREHOUSE PARISH SCHOOL BOARD
Documents Required for New Hire Onboarding

Employee Name	
Position/ Title	
School/Department	

New hires must provide clear copies of the following:	
	Driver's License
	Social Security Card
	Birth Certificate / Birth Card
	School Official Transcript/ Diploma
	Proof of enrollment and unofficial transcript for teachers enrolled in a teacher preparation program. (if applicable)
	Direct Deposit Information (Voided Check/ Bank Card or Verified Bank Information Sheet)