Directions for Completing Keller ISD Criminal Background Check
Clinical Teachers

1. Go to this website, [https://www.kellerisd.net/Page/241](https://www.kellerisd.net/Page/241)
2. Read the information on the site.
3. Click on “Student Teacher/Internship Applicants.”
4. Click on “Student Teachers/Observers” from the left side menu.
5. Click on “Apply” on the line that reads “2018-2019 Spring Student Teacher/Non-Paid Internship Placement.”
6. You will need to create an account if you have never used the AppliTrack system. If you have previously created an account with the AppliTrack system, you may click on Login to access your account.
7. Once you have submitted your application, you will be sent an email verification.
8. Forward the email verification to COE-ClinicalPractice@unt.edu by the due date provided in the email you received from the Clinical Practice Office.