

**George Washington Teachers' Institute**  
2012 Application: Candidate Information Form

**General Information**

Applicant's Name \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

Personal E-Mail address \_\_\_\_\_

**School at which you are currently teaching:**      \_\_\_\_\_ Public      \_\_\_\_\_ Private

School District \_\_\_\_\_

School \_\_\_\_\_

School Address \_\_\_\_\_

City, State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Applicant's School email address \_\_\_\_\_

Superintendent \_\_\_\_\_

Principal \_\_\_\_\_

Major Subject Area (if any) \_\_\_\_\_ Grade Level \_\_\_\_\_

Massachusetts Teaching License Number \_\_\_\_\_

**Teachers' Institute Preference (Please indicate your 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> choice):**

*Teachers, grades 5-8 Institute (June 10 - 15, 2012):* \_\_\_\_\_

*Teachers, grades 3-5 Institute (June 24 - 29, 2012):* \_\_\_\_\_

*Teachers, grades 9 - 12 Institute (July 15 - 20, 2012):* \_\_\_\_\_

*Teachers, grades 5 - 8 Institute (July 29 - August 3, 2012):* \_\_\_\_\_

## **Application Instructions**

Please review all materials before completing the application. **Your application packet should include:**

- I. **Candidate's Information Form** (see previous page)
- II. **Participant Obligations Pledge, signed** (see following page)
- III. **Resumé** (two pages maximum)
  - A. List colleges and universities attended, including post-graduate studies. Indicate dates of attendance and degrees earned.
  - B. List teaching employment history, indicating time period, grade level, and subject area.
  - C. For the past five years, list leadership roles you have had, professional development presentations you have made, articles you have had published, and any training you have done for current and future teachers.
  - D. List organizations to which you belong as well as all awards and other recognition you have received for your teaching.
- IV. **Essay** (two double-spaced pages maximum)

Describe your reasons for applying to the George Washington Teachers' Institute and how you think the Institute will inform your teaching and benefit your students.
- V. **Two Letters of Support** (one page maximum for each letter)

Please submit two letters of support, including one from a colleague that addresses your skill, ability, and experience as a teacher and a letter from either the principal or superintendent of the school/district where you are employed indicating support for your responsibilities as a teacher participant in the Institute. **The principal/superintendent letter needs to state understanding of and support for the district-sponsored presentation for colleagues required of participants of the Institute.** Do not include additional letters.

### **Acceptance Guidelines:**

Applications will be accepted from properly licensed public school and non-public school Massachusetts teachers, teaching in any subject area, in grades 3 -12.

Teachers enrolled in the Institute will reside on the grounds of historic Mount Vernon within sight of Washington's mansion. The Institute will provide each participating teacher with room and board during the Institute, and a stipend of up to \$350.00 to offset travel expenses.

**Please mail your completed application to:** Deborah J. Walker, Massachusetts Department of Elementary and Secondary Education, 75 Pleasant Street, Malden, MA 02148

For application questions, please email [djwalker@doe.mass.edu](mailto:djwalker@doe.mass.edu) or phone: 781-338-3347.

For Teachers' Institute program questions please contact [education@mountvernon.org](mailto:education@mountvernon.org).

### **Application Deadline:**

**Applications must be completed and postmarked by March 16, 2012.**

## Participant Obligations Pledge

The George Washington Teachers' Institute is free of charge for those teachers selected to attend. The primary goal of donors who fund these educational and inspirational institutes is to increase understanding of George Washington, his legacy, and his role in the founding of our nation. Participating teachers must agree to support this goal and complete the following required obligations:

I, \_\_\_\_\_, acknowledge that attendance at the George Washington Teachers' Institute obligates me to the following:

- **Fully and actively participate in all Institute activities**
- **In the school year following the Institute, conduct at least one district- or state-sponsored teacher in-service presentation, sharing information on George Washington and the experience gained at the Institute. After conducting the seminar, I agree to submit a report on the in-service to Mount Vernon.**
- **Submit one original lesson plan related to George Washington, which can be distributed to teachers nationwide.**

I understand that by October 1, 2012, I must submit the lesson plan and either the completed in-service report or a letter signed by my principal attesting that I have scheduled the required in-service presentation. I understand that a sum of \$100 will be withheld from my travel stipend reimbursement until this date and the items mentioned are received.

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Potential Participant Signature

Date