***[District or school letterhead]***

**MEDIA ADVISORY**

**WHAT:**

Future Teacher Signing Day ceremony

**WHEN:**

TIME, DATE

**WHERE:**

LOCATION

**WHO:**

***[if local officials (state rep. or senator, mayor/school committee chair, etc., have confirmed their attendance, they should be listed here]***

Superintendent [NAME]

Principal [NAME]

Inspirational teachers

[Number] members of the [**school or district]** Class of **[year]** who plan to pursue careers in education

Representatives from the colleges that the students plan to attend.

**CONTACT:**

[NAME, EMAIL, PHONE NUMBER]

**NOTE:**

While signing ceremonies are common for college-bound student athletes, Future Teacher Signing Day ceremonies aim to celebrate students’ commitment to the field of education and highlight educators’ crucial work.