

UWG Teaching Fellows Program

**TEACHING FELLOWS APPLICATION
2010-2011**

What is the Teaching Fellows Program?

The Teaching Fellows Program uniquely creates a way to under-gird the first-year teacher with timely, frequent, mentor support. At the same time, the Fellow strengthens his/her professional knowledge and skills by completing a master's degree program in Early Childhood Education. Research confirms that the first year is the most crucial year because it lays the foundation for teaching success. In fact, the first year experience greatly influences whether a teacher chooses to remain, or not remain, in the profession. Schools often assign mentors to support new teachers, but time constraints limit the amount of assistance actually provided.

Why become a Teaching Fellow?

- You will be mentored by a master teacher who spends the equivalent of one-half of every working day interacting with you and one other Fellow in your school.
- You will earn a Master's Degree in Early Childhood Education, tuition-free, in one year (four semesters; summer, fall, spring, summer) that includes an endorsement in Reading, Mathematics, or ESOL.
- You will enhance your ability to engage in reflective practice as you apply your graduate studies directly to your everyday classroom work.
- You will be enrolled as a full-time University of West Georgia graduate student (i.e., you will be eligible for student loans, etc.).
- You will work collaboratively with another Fellow on your campus and with all Fellows in your cohort group. These academic relationships will increase professional collaboration that will strengthen your success as a teacher and personal satisfaction with the teaching profession.

How does the program work financially for Fellows?

- Tuition for the Master's Degree in Early Childhood Education is free.
- You will earn a \$14,000 stipend for the year, paid in equal installments over 10 months, beginning in August. (Note: You will earn the stipend instead of a first year teacher's salary).
- You will move to the Master's Degree pay scale after completing your Fellows Program, beginning your second year of teaching at the master's level.
- You are required to purchase health insurance through the University unless you are covered by a policy held by a parent, spouse, company or organization. Insurance must be maintained and meet certain requirements during the semesters you are enrolled as a Teaching Fellow.

What courses do Fellows take?

Twelve courses (36 credit hours) comprise the M.Ed. in Early Childhood Education. Building on the foundation of your undergraduate experience, the master's program will strengthen your understanding of how to translate theories of learning and educating young children into your daily work. Attention will be given to developmentally appropriate practice within each of the core subject areas, with an emphasis on promoting children's literacy development. You will learn to read and analyze educational research such that you can choose appropriate strategies for strengthening teaching and learning within your own classroom. Reflective practice, thinking deeply about your role as an educator and how you craft your professional work, will be a common thread woven throughout your graduate program.

Where can I find more information?

Contact Dr. John M. Ponder by phone at 678-839-6076 or via email at jponder@westga.edu, or speak with Ms. June Barry or Ms. Barbara Lewis at 678-839-6559 or via email at jbarry@westga.edu or blewis@westga.edu, Staff Assistants, Department of Curriculum and Instruction, second floor of the Education Annex Building.

Teaching Fellows Program Instructions for Completing the Application Process

What are the initial criteria for acceptance into the Teaching Fellows Program?

1. Bachelor's degree in early childhood or elementary education.
2. Hold a T-4 clear renewable Early Childhood Education teaching certificate or will be recommended for certification by June 1, 2010.
3. Undergraduate GPA of at least 2.7
4. The GRE **OR** Miller Analogies Test. A minimum score of at least 400 on the verbal portion; minimum score of at least 400 on the analytical **OR** quantitative portion of the GRE, whichever is higher. Tests taken after October 2002 require verbal, quantitative, and minimum GRE analytical writing test score of 3.5.) A required scaled score of 396-401 (percentile rank of 46-54) for the Miller Analogies Test taken after October 2004.
5. Pass the GACE Test.

How does one become a Teaching Fellow?

1. Notify Dr. John Ponder, Director of the Teaching Fellows Program, at 678-839-6076, or via email at jponder@westga.edu to declare your intent to submit a Teaching Fellows Program application.
2. Apply and be admitted to the UWG Graduate School (admission process described below).
3. Apply and be admitted to the Teaching Fellows Program. The applications for the Graduate School and Teaching Fellows Program are different applications; however, you should complete both at the same time.
4. Interview with partner school principal(s) and be accepted for placement in the partner school by the principal.

UWG Graduate School Admission Process:

Applicants may apply online by going to the Graduate School's web page at www.westga.edu/~gradsch and clicking on "**HOW TO APPLY**", then by clicking on "**Online Application.**" Applications should be accompanied by a \$30 application fee (non-refundable). The application fee should be submitted directly to the Graduate School with a check or money order made payable to the *University of West Georgia*, or applicants can call the office at 678-839-6419 and pay with a credit card/debit card (MasterCard or Visa only). **PLEASE NOTE:** If you earned a 3.5 GPA or better as an undergraduate in the early childhood program, the following admission requirements will be waived: submission of UWG transcripts and Graduate Record Examination (GRE) or the Millers Analogy Test (MAT).

Information about the Graduate Record Examination (GRE) may be obtained from the Graduate School or through links found on the Graduate School's web page at www.westga.edu/~gradsch. Online testing is available at several Metro-Atlanta sites with official results available in 2-3 weeks. Expect to pay a registration fee. For more information about the GRE, click [here](#).

The Miller Analogies Test can be taken at UWG by contacting the Testing Office at 678-839-6435. Expect to pay a registration fee. For more information about taking the MAT at UWG, click [here](#). To learn more about the MAT, go to www.milleranalogies.com/.

Teaching Fellows Program Application Process:

1. Submit the application with the required additional documents (four bulleted statements below) to Dr. John M. Ponder, Department of Curriculum and Instruction, University of West Georgia, Carrollton, GA 30118. If you have questions, contact Dr. John M. Ponder at (678) 839-6076 or via email at jponder@westga.edu.
 - Unofficial university transcript(s)
 - Educational philosophy statement (typed, 600-800 words)
 - Copies of Block 3 or Block 4 evaluations from your university supervising professor and supervising (cooperating) teacher
 - Two samples of work from your Teacher Education courses that provide evidence of your knowledge and understanding of the teaching/learning process
2. Submit recommendation forms from your Block III or Block IV field placement for each of the following: (a supervising cooperating teacher, university supervisor, and university professor). An additional recommendation form may be submitted from a site administrator. Recommendation forms should be completed by the persons writing the recommendations; they should **NOT** be included in the application package assembled by the applicant. You must provide a stamped self addressed envelope to those who are asked to complete the recommendation forms for them to mail directly to **Dr. John M. Ponder, University of West Georgia, Department of Curriculum and Instruction, Carrollton, GA 30118.**
3. Interview with Teaching Fellows Program personnel.
4. Interview(s) with partner school principal(s) and accepted for school placement by the partner school principal and school system human resource director.

03/16/2009

Personal Information:

Last Name: _____ First Name: _____ Middle Initial: _____

Maiden Name: _____ Social Security No: _____

Email Address: _____

Current Address:

Street Address: _____ City: _____

State: _____ Zip Code: _____ Telephone: _____

Permanent Address:

Street Address: _____ City: _____

State: _____ Zip Code: _____ Telephone: _____

Alternate Contact Information (Please indicate a person who always will know your address (do not list spouse):

Full Name: _____ Telephone: _____

School District Choices: Rank order your school district choice for where you would prefer to teach during your Teaching Fellowship Program (1=most preferred choice, 4=least preferred choice). Note: Placement at a preferred school is not guaranteed.

- _____ Carroll County Schools
- _____ Carrollton City Schools
- _____ Coweta County Schools
- _____ Douglas County Schools

Personal Checklist:

Will you be available to take summer classes? You must enroll in Maymester classes 2009 and (only the Mathematic Endorsement students will enroll in Maymester 2009) Summer Session classes of 2009 and 2010.

- 2009 Maymester (approximately mid-May to early June, 2009)
- 2009 Summer Session (mid-June to late July, 2009)
- 2010 Maymester for Mathematic Endorsement students only
- 2010 Summer Session (Similar dates as for 2008)

Yes No

Will you graduate with your bachelor's degree by May 2009?

Yes No

Will you be recommended for certification (T4 Early Childhood Education) by June 1, 2009?

Yes No

03/16/2009

Please select the endorsement you would like to include in your masters program.

Reading Mathematics ESOL (English Speakers of Other Languages)

Have you ever resigned or been discharged for committing a felony or for committing a misdemeanor involving moral turpitude (excluding minor traffic offenses), or for committing a breach of the code of ethics or for a violation of state education laws, or are you currently under investigation or otherwise have any such charges pending against you?

Yes No

Have you pled guilty, been found guilty, entered a plea of *nolo contendere*, been granted first offender treatment without adjudication of guilt, or been placed under a court order whereby an adjudication or sentence was otherwise withheld for any felony or for any misdemeanor offense involving moral turpitude (excluding minor traffic offenses), or is any such charge currently pending against you?

Yes No

Have you ever surrendered a professional certificate/credential/license/permit or had one denied, revoked or suspended, or is any investigation or adverse action now pending against you?

Yes No

Education (Begin with your most recent experience):

Name of Institution: _____

City and State: _____

Enrollment Dates (Inclusive): _____

Degree and Major: _____

Name of Institution: _____

City and State: _____

Enrollment Dates (Inclusive): _____

Degree and Major: _____

Name of Institution: _____

City and State: _____

Enrollment Dates (Inclusive): _____

Degree and Major: _____

03/16/2009

Overall University Grade Point Average (GPA): _____

Internship (Student Teaching):

District: _____

School: _____

Grade Level(s)/Area(s): _____

School Telephone: _____

Supervising/Cooperating Teacher: _____

Dates of Student Teaching Experience: _____

Field Experiences:

District: _____

School: _____

Grade Level/Area: _____

District: _____

School: _____

Grade Level/Area: _____

District: _____

School: _____

Grade Level/Area: _____

District: _____

School: _____

Grade Level/Area: _____

03/16/2009

Employment (beginning with most recent):

Position/Title: _____

Name of Employer: _____

City: _____ State: _____

Dates: _____

Position/Title: _____

Name of Employer: _____

City: _____ State: _____

Dates: _____

Position/Title: _____

Name of Employer: _____

City: _____ State: _____

Dates: _____

Beliefs and Experiences:

Describe or list any work or life experiences that will make you an asset to the Teaching Fellows Program (e.g., tutoring, camp counselor, related teaching experiences, innovative life or work experience, honors, distinctions, membership in professional organizations, scholarship, volunteer work, and so forth).

Include the following documents with your application. Your application package is not complete until you have assembled all of the following documents:

1. Unofficial university transcript.
2. Educational Philosophy Statement (typed document limited to 600-800 words). Describe your beliefs about teaching and learning. Discuss how your beliefs will shape your classroom community.
3. Evaluations from your Block 3 university supervising professor and supervising (cooperating) teacher.
4. Two samples of your work from Teacher Education courses that provide evidence of your knowledge and understanding of the teaching/learning process. Examples might include a unit (sequence of lesson plans), letter written to parents, case study, classroom management plan, and so forth.

NOTE: The application package also requires three forms of recommendation: (a supervising cooperating teacher, university supervisor, and university professor). Recommendation forms should be completed by the persons writing the recommendations; they should NOT be included in the application package assembled by the applicant. You must provide a stamped self addressed envelope to those who are asked to complete the recommendation forms for them to mail directly to Dr. John M. Ponder, University of West Georgia, Department of Curriculum and Instruction, Carrollton, GA 30118. If you have questions, call Ms. June Barry or Ms. Barbara Lewis, Staff Assistants at 678-839-6559 or via email at jbarry@westga.edu or blewis@westga.edu.

Acceptance into the Teaching Fellows Program is dependent upon admission to the UWG Graduate School. The applicant must interview with the Teaching Fellows Program personnel and be admitted to the Teaching Fellows Program. The admitted Teaching Fellow must also interview with the partner school principal and school system human resource director and be accepted for placement by the school system and principal.

I affirm that to the best of my knowledge, all information I have provided in this application is true and correct.

Signature: _____ Date: _____

Teaching Fellows Program



Return this confidential form to:
Dr. John M. Ponder
Dept. of Curriculum and Instruction
University of West Georgia
Carrollton, GA 30118

Confidential Form

_____ has applied for acceptance into the Teaching Fellows Program. Your frank evaluation of the character and performance of this applicant will aid us greatly in the selection of the candidates for this program. This information will be used in a professional manner and kept confidential.

	Superior	Above Average	Average	Below Average	Not Applicable	Unobserved
INSTRUCTIONAL SKILLS: Plans and implements effective lessons. Demonstrates content knowledge. Uses a variety of instructional strategies. Provides learning environment relevant to the age and intended learning. Differentiates instruction to meet the needs of diverse learners.						
RAPPORT WITH STUDENTS: Develops a positive impact on learning for all students, including students from diverse groups. Establishes a climate of fairness and respect. Motivates students.						
CLASSROOM MANAGEMENT: Provides a positive and safe learning environment. Establishes routines and procedures to support student learning. Appropriately sets and maintains expectations for student behavior. Effectively uses instructional time.						
COMMUNICATION: Demonstrates effective oral and written communication. Maintains positive relationships.						
FLEXIBILITY: Works well and collaborates with others. Learns new concepts or ways of doing things. Willingness to accept guidance and direction.						
PROFESSIONALISM: Fulfills responsibilities and assignments promptly and accurately. Demonstrates a professional attitude and demeanor. Dresses appropriately. Respects proper authority. Regular and punctual in attendance. Exhibits leadership qualities.						
PERSONAL MATURITY: Demonstrates the following traits: dependability, responsibility, integrity, empathy for others, ability to cope with life situations, and emotional stability.						
OVERALL EVALUATION						

1. In what relationship have you known the applicant and for how long?
2. Would you employ this person as a teacher? (Circle One) Yes Maybe No
 If your answer is maybe or no, please elaborate:
3. What are the applicant's strong attributes?
4. Would the applicant willingly accept guidance and direction from a mentor teacher on a regular basis?
5. Should we contact you for additional information? Yes No

PLEASE PROVIDE SUPPLEMENTAL COMMENTS ON BACK, IF NEEDED

Signature _____

Position _____

Print Name _____

Name of School _____

Date _____

Telephone Number _____

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OVERALL EVALUATION						

6. In what relationship have you known the applicant and for how long?
7. Would you employ this person as a teacher? (Circle One) Yes Maybe No
If your answer is maybe or no, please elaborate:
8. What are the applicant's strong attributes?
9. Would the applicant willingly accept guidance and direction from a mentor teacher on a regular basis?
10. Should we contact you for additional information? Yes No

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OVERALL EVALUATION						

11. In what relationship have you known the applicant and for how long?
12. Would you employ this person as a teacher? (Circle One) Yes Maybe No
If your answer is maybe or no, please elaborate:
13. What are the applicant's strong attributes?
14. Would the applicant willingly accept guidance and direction from a mentor teacher on a regular basis?
15. Should we contact you for additional information? Yes No

PLEASE PROVIDE SUPPLEMENTAL COMMENTS ON BACK, IF NEEDED

Signature _____

Position _____

Print Name _____

Name of School _____

Date _____

Telephone Number _____