National Sustainability Teachers’ Academy

Application Check-List
Session 1: June 20th-24th, 2016
Session 2: July 18th-22nd, 2016

Step 1 of 3: Pre-Application Stage

• **Admission requirements** – Please review the following requirements to ensure you meet qualifications:
The National Sustainability Teachers’ Academy is seeking two-person teams of presently employed middle school teachers who have at least three years of full-time teaching experience (by program start date). Teachers from all subject areas are encouraged to apply. Teachers must be highly recommended by their principal and agree to share their experience with other teachers at the home school and/or in their school district. Part-time, substitute or pre-service teachers or teaching are not eligible to apply. Teacher teams may be from the same school or from different schools in the same school district.

*Note: The online application will ask for the name of your team member that is also applying to the Teachers’ Academy so be prepared to enter the necessary information prior to starting the online form.*

• **Letter of Support**
To ensure the success of the participating teachers, we are requiring that the principal at your school supports your participation in the sustainability professional development program. Talk with your principal prior & verify that they are willing to sign a letter of support. The online form for the Principal takes approximately 20 minutes to complete & includes basic contact information, yes/no questions regarding their support for your participation in the Teachers’ Academy & 2 short answer questions. Your principal can find the form for the letter of support on our webpage at [https://sustainabilitysolutions.asu.edu/programs/teachersacademy/](https://sustainabilitysolutions.asu.edu/programs/teachersacademy/).

• **Personal Statement**
Applicants are encouraged to pre-draft responses to the questions below before beginning the online application. There will be spaces on the online application for you to paste your responses.

1. Why are you interested in educating for sustainability?
2. What do you hope to learn through participation in the National Sustainability Teachers’ Academy?
3. Since you are applying as a teaching team, how do you envision working with your partner?
4. How would you engage your fellow teachers in sustainability?

*Note: We recommend pre-writing your responses to these questions*

Step 2 of 3: Online Application

• **Section 1: Contact and Background Information**: name, address, phone, email, teaching experience, academic background and school qualifications

• **Section 2: Personal Statement**
There will be space to insert your responses to the above questions
• **Section 3: Team-member Information**
  Provide the name, school, & subject taught by your team-member that is submitting their own Teachers’ Academy application

  *Note: Please allow for 30 minutes to insert information into application form (more time will be needed if the responses to the questions are not pre-drafted). You will be able to save your responses and continue at a later time if you cannot complete the application in one sitting.*

• **Supplemental Materials: Letter of Support**
  The Letter of Support is not a part of your online application but rather a separate online form that your Principal fills out that can be found at [https://sustainabilitysolutions.asu.edu/programs/teachersacademy/](https://sustainabilitysolutions.asu.edu/programs/teachersacademy/). Your principal also has until the application deadline to submit his part of the application. The form will take approximately 20 minutes to complete.

**Step 3 or 3: Post-Application**

• **Application Materials**
  Applications are considered complete when the online application has been submitted by the applying teacher, the teacher partner has also submitted their application and the Letter of Support has been completed by the Principal.

• **Application Deadline:** All required materials must be received by **April 25, 2016**

Should you have additional questions, please contact Erin Redman at (480) 727-3096 or email her at erin.redman@asu.edu. We are happy to provide individual assistance and answer any questions throughout the application process.