



Application Checklist

Please review these application instructions before you begin the online process. Prepare all documents in advance of applying online.

Applications are due on or before May 15, 2020.

Your application will be considered complete when we have received your personal/school background data (Part A) and the following required documents (Part B):

1. Your **ACADEMIC AND PROFESSIONAL EXPERIENCE Document**
2. Your **ESSAY QUESTIONS Document**
3. Your **CERTIFICATION Document**
4. Your **Principal's LETTER OF RECOMMENDATION AND SUPPORT Document**

APPLICATION INSTRUCTIONS

Part A - Personal and School Data

The online application requires the following data.

Name Home Address City, State, ZIP Preferred Phone *Personal Email	School Name School Address City, State, ZIP School Phone School Fax Your School Email Principal's Name
School Type: Rural, Suburban, Urban	Level: Middle School or High School
Grades you currently teach	Current position/title: Teacher, Resource Teacher, Curriculum Specialist, Other

** We recommend that you use a personal email address to register for the online application system rather than your school email address. School email systems tend to have very strict SPAM filters that may prevent you from receiving important communications from the online application system.*

Part B –Required Documents and Essays

Your responses to all sections in **Part B** are crucial to selection.

Prepare your academic and professional experience and essay answers in Microsoft Word or another word processing program, and save the files to upload into the application system. Responses should be double-spaced and complete.

Required Documents

<p>1. ACADEMIC AND PROFESSIONAL EXPERIENCE Document (20 points) Summarize your professional background and experience to include the following points. Limit your response to two pages.</p>	Have file ready for upload <input type="checkbox"/>
<p>a. Current Assignment – Describe the courses you teach and other related duties you perform within your school.</p>	Current Assignment <input type="checkbox"/>
<p>b. Formal Education – List institution(s); date(s) and type of degree(s); major and minor areas of studies.</p>	Formal Education <input type="checkbox"/>
<p>c. Experience – List your work experience to include school(s), teaching assignments, dates, and other information that provides an accurate portrayal of your career(s) and teaching experience.</p>	Teaching Experience <input type="checkbox"/>
<p>d. Professional Activities – Provide examples that might include research, interest in service participation, membership in professional organizations, publications, participation in other professional development programs, etc.</p>	Professional Activities <input type="checkbox"/>
<p>2. ESSAY QUESTIONS Document (40 points) Maximum of one page per question</p>	Have file ready for upload <input type="checkbox"/>
<p>a. Which lessons from <i>Science and Our Food Supply: Investigating Food Safety from Farm to Table</i> do you currently teach and how do you incorporate these lessons into your curriculum? If you do not currently use the program, click here to review the curriculum. Choose one lesson you would like to use and explain how you would incorporate it into your curriculum. Be as specific as possible.</p>	Response complete <input type="checkbox"/>

<p>b. The <i>Science and Our Food Supply</i> Curriculum was written to support a variety of State Standards. Please cite how the curriculum will help strengthen your students' understanding of at least two of your State Standards.</p>	<p>Response complete <input type="checkbox"/></p>
<p>c. How will your participation in the Food Science program be of benefit to you and why do you feel you should be selected for the program?</p>	<p>Response complete <input type="checkbox"/></p>
<p>d. A requirement of this program is to present a hands-on workshop (utilizing the <i>Science and Our Food Supply</i> curriculum) for your colleagues during the 2020-2021 school year. What strategies will you use in presenting this six-hour workshop to your colleagues? How will you recruit attendees? Be as specific as possible. This workshop may be virtual.</p>	<p>Response complete <input type="checkbox"/></p>
<p>3. CERTIFICATION Document (REQUIRED) Please upload a copy of your current certification(s). <i>If your current school does not require a teaching certificate, please submit a Letter of Explanation in lieu of the certificate document.</i></p>	<p>Have file ready for upload <input type="checkbox"/></p>
<p>4. Principal's LETTER OF RECOMMENDATION AND SUPPORT Document (15 points) Include a letter from your principal/supervisor, who is familiar with your teaching experience. This letter must indicate your principal/supervisor's recommendation and willingness to support your implementation of the curriculum and a professional workshop for your peers by June 30, 2021. Your principal/supervisor may email this letter directly to isabelle.howes@graduateschool.edu .</p>	<p>Have file ready for upload <input type="checkbox"/></p> <p>Or email to: isabelle.howes@graduateschool.edu <input type="checkbox"/></p>

When you have completed the checklist including preparing and gathering documents for the file upload, proceed to the website <http://TeachFoodScience.org/> to apply.

Review and Notification Process

Applications are reviewed by a team of educators within the discipline who will select 20 middle level and 20 high school educators on the basis of educational qualifications and responses to the application questions.

The online application, teaching certificate and letter of support and recommendation must be received by Graduate School USA no later than 11:59pm, May 15, 2020.

Applicants will be notified of decisions via email on **June 5, 2020**.

Questions? Concerns? Email: Isabelle Howes : isabelle.howes@graduateschool.edu