

Southwest GaTAPP

Teacher Alternative Preparation Program (TAPP)

Application Packet



Please send completed application to:

Southwest Georgia RESA
Attn: GA TAPP
570 Martin Luther King, Jr. Road
Camilla, Georgia 31730
Tel: 229-207-0600

Incomplete/unsigned forms will not be accepted.

Required Documentation Preparation Checklist for Candidate Application

The following documents *must be* included in the Candidate's application packet:

- GA PSC Required Fields for Teacher Data Entry Form
- Candidate Application Form
- Superintendent Assurance Form
- Payment and Payment Information Form
- Official Transcripts from an accredited college / university indicating a Bachelor's degree
- Copy of passing the Praxis I (*before 8/2006*) or GACE Basic Skills test or having an exemption based on SAT, ACT or GRE scores if hired to teach
- Copy of GACE Content Scores
- Copy of GACE Professional Pedagogy Scores

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Answer “YES” or “NO” to the following questions:

Are you legally authorized to work in the United States on a full-time basis?

YES _____ **NO** _____

Have you ever been dismissed from employment?

YES _____ **NO** _____

Have you ever had credentials denied, revoked or suspended in any state?

YES _____ **NO** _____

Have you ever received an unsatisfactory performance evaluation from an employer?

YES _____ **NO** _____

Have you ever been placed on disciplinary probation or been suspended from any position?

YES _____ **NO** _____

Have you ever been or are you now under investigation for unethical conduct?

YES _____ **NO** _____

Have you ever been convicted of a felony, misdemeanor or plead *nolo contendere*, or are you now under investigation for violation of any such offense? You must include ANY offense for which a fine of \$100 or more was imposed. Do not include any offense that occurred before your eighteenth birthday.

YES _____ **NO** _____

If you answered “YES” to any of the above questions, you MUST attach an explanation and supporting documents. If you fail to complete ALL of the above section, your application package will not be processed.

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Candidate Application Form

Name:	SS#:
System:	School:

Briefly describe how your past work and / or academic experiences qualify you to pursue a teaching career in this field: (Attach another sheet)

Why do you want to teach? What characteristics/attributes/attitudes do you have that may have led you to this decision? (Attach another sheet)

Candidate's Commitment:

I have read and do understand the SW GA RESA Teacher Alternative Preparation Program requirements as delineated in the Candidate's Application packet. I am committed to the work and personal preparation that are necessary for me to become a teacher of the highest quality and a productive member of this professional community.

Candidate's Signature: _____

Date: _____

System Approval:

Superintendent

Signature: _____

Date: _____

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Superintendent's Assurance Form

Realizing the benefit that the program provides our school system and the community it serves in staffing critical teaching areas, I am assuring Southwest Georgia RESA TAPP oversees:

- ✍ That the TAPP Candidate _____ is eligible for an Intern Certificate and has been employed by _____ Board of Education for the _____ - _____ school year in a classroom teaching position.
Name
School System
Year Year
- ✍ That all candidate records and application materials for employment are complete and are on file in the system personnel office.
- ✍ That the Candidate has completed his/her SW GA RESA application portfolio and forwarded it to the appropriate person at SW GA RESA.
- ✍ That the school and school system agree to provide the mentor teacher the equivalent of at least one day a month and three days in the summer in addition to regular planning time.
- ✍ That the school and school system agree to provide at least one building level administrator and one central office level administrator release time from other duties and responsibilities to work with the candidate on an ongoing basis, to observe the candidate's performance in the classroom, and to provide feedback, instruction, guidance, and support.
- ✍ That our school and school system agree to provide the Candidate with release time to observe other classes and to conference with the teachers observed.
- ✍ That our school and school system agree to provide the Candidate at least three school days release time throughout the internship to observe in a school significantly different in socio-economic status and in ethnicity from the school where the Candidate teaches.
- ✍ That the Principal, or his/her designee, will arrange schedules for the above activities at the request of the mentor teacher.
- ✍ That the Principal will conduct at least one Extended GTOI observation with feedback to the Candidate each semester of teaching.
- ✍ That the school system and its personnel are committed to making the Southwest Georgia RESA TAPP Candidate a successful teacher and member of the professional community and to retaining this person in the SW GA RESA Teacher Alternative Preparation Program.

System Approval:

Superintendent's Name (Printed or Typed)

Superintendent's Signature

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SOUTHWEST GEORGIA RESA STATUS OF REQUIRED DOCUMENTS

OFFICIAL TRANSCRIPTS

Check applicable boxes in each of the sections, sign, and date

- 1. Official Transcripts are *attached* (in sealed/unopened envelope).

- 2. Official Transcript(s) from _____ college was *requested* on _____ and is being mailed to Southwest Georgia RESA.

NOTE: Request 2 additional **official** transcripts from all colleges – One must be mailed to the Professional Standards Commission, Certification Division, Two Peachtree Street, Suite 6000 Atlanta, Georgia 30303-3141, and retain one copy for interviewing with potential employer.

Incomplete/unsigned forms will not be accepted.

GACE ASSESSMENT SCORES

I. GACE Basic Skills

- 1. GACE Basic Skills Assessment Report is attached.
- 2. I am *exempt* from taking the GACE Basic Skills Exam based on SAT, ACT, or GRE scores. Exemption scores are: **SAT: 1000 ACT: 43 GRE: 1030**
A copy of my scores is *attached*.

II. GACE Content Assessment

- 1. GACE Content Assessment Scores are attached. (*Praxis Scores prior to 8/2006*)
(TAPP Candidates must have GACE scores or a major in the content area)
- 2. I am scheduled to take the GACE Content Assessment on _____
(no later than June)
and will have my scores mailed to Southwest Georgia RESA.

III. GACE Professional Pedagogy (*required for One Year Supervised Practicum*)

- 1. GACE Professional Pedagogy scores for Parts I and II are attached.
- 2. I am scheduled to take the GACE Professional Pedagogy on _____
(no later than June)
and will have my scores mailed to Southwest Georgia RESA.

Applicant Signature

Date

Incomplete/unsigned forms will not be accepted.

SOUTHWEST GEORGIA RESA PAYMENT INFORMATION
Teacher Alternative Preparation Program

Candidates will be responsible for the total TAPP tuition of \$3,500.00 on the first date of the 5-day initial training. Southwest Georgia RESA will accept cash/money order/check or a school system purchase order.

The school system will be responsible for working with the candidate to decide how the fee will be paid.

Applicant's Signature _____ **Date** _____

Superintendent's Signature _____ **Date** _____

****Please Note: This form is required when the application is submitted.**

Applications *will not* be processed if this form is missing from the application.

OR

Attached is the employing school system purchase order or check for \$3,500.00 addressed to Southwest Georgia RESA for FY 2011 TAPP tuition. In return for this opportunity, I agree to work for _____ School System for two complete years upon completion of the TAPP Program. If I'm terminated or choose to separate from my employment prior to the end of the TAPP Program,

_____ I must reimburse the School System a pro-rated share.

Authorization signature required. See below.

Applicant's Signature

Date

Authorization is given to Southwest Georgia RESA to invoice the above-named school system in the amount of \$3,500.00 for the applicant's TAPP tuition.

System Approval:

Superintendent's Signature

Date

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