



The Fourteenth Annual Collegiate School Teaching Institute

Tuesday afternoon, June 16 through Saturday noon, June 27th 2009

Mail application materials to:
The Collegiate School Teaching Institute
260 West 78th Street, New York, NY 10024
www.collegiateschool.org/csti

Questions? Email:
csti@collegiateschool.org

Collegiate School is pleased to invite **new teachers of color in contract with an independent school with zero to two years of teaching experience** to submit applications to the **fourteenth annual Collegiate School Teaching Institute**. Teachers of color (African American, Asian American, Latino, Native American, and Multiracial Americans) should submit all of the completed application forms in a single package. Completed applications should be received by May 18, 2009.

The Collegiate School Teaching Institute is a rigorous two-week summer program designed to introduce new teachers of color to the culture of independent schools and the skills to be a successful teacher in an independent school. Topics covered will include lesson planning, class room management, teaching and learning styles, teaching of classes, diversity, independent school culture, curriculum, and the interviewing and job search processes.

Selected participants will receive a stipend, free housing while in New York City plus many meals, and travel expenses to and from New York City.

Admissions is rolling but the last date of receipt of an application is May 18th.

Guidelines for completing all application requirements:

- ◆ Complete all **application forms**.
- ◆ **Statement of Purpose:** Describe what steps or aspects of your life have led you towards a teaching career. Why do you feel that the Collegiate Teaching Institute is an appropriate step in your career at this time? This statement should contain autobiographical elements and can include aspects of your own school experience and educational philosophy. Your statement should be between one and two pages in length.
- ◆ **Résumé:** Please send in your **résumé** along with your personal statement.
- ◆ **Letters of recommendation**
 - ❖ If you are currently employed as a teacher and are in contract for the fall of 2009, two letters of recommendation will be needed. One of the letters must be from a head of school, division head or a department supervisor.
 - ❖ If you are currently in contract for the fall of 2009 and this will be your first year of teaching, you will need to submit a copy of your contract with your respective school and one letter of recommendation.
 - ❖ If you are currently seeking a teaching position in an independent school. Please submit one letter of recommendation. You may receive a provisional acceptance. Full acceptance is contingent upon receipt of a copy of your contract.

Your reference writers should submit their letters to you in sealed and signed envelopes, and you should include them with your application packet or recommendations can be emailed to csti@collegiateschool.org. All references should be professional or academic relationships.

Completed applications should be sent in as soon as they are completed with the final deadline being May 18th, 2009. Our program employs a rolling admissions policy.

Only candidates, who can commit themselves fully to participate in all sessions for the duration of the rigorous two-week program, will be considered. Absolutely no exceptions will be made. Several activities will take place in the evenings and during the weekend, so do not plan any other activities for the duration of the program. The Teaching Institute begins Tuesday, June 16th at 3:00 PM at **International House** and ends Saturday, June 27 at noon.

If you have questions as you complete the application, please email your questions to csti@collegiateschool.org.

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Application Form

Name: _____

Email: _____

Phone: _____ (where you can be reached before and after May 18, 2009)

Address where you can be reached BEFORE May 18, 2009:

Address where you can be reached AFTER May 18, 2009 (if different from above):

High school attended (& city/state): _____

Place of birth: _____

Optional: Gender: _____ Race/ethnicity: _____

Where did you first learn about CSTI? _____

Educational and Professional Background

College/University:	Undergraduate Degree:
Academic Major:	Academic Minor(s):
Date Entered College:	Date Degree:
College/University:	Undergraduate Degree:
Academic Major:	Academic Minor(s):
Date Entered College:	Date Degree:

Name and address of the school where you are under contract to teach in the fall of 2009:

I am currently seeking employment with an Independent school.

What are you under contract to teach/ applying to teach? (level/age group/subject(s), please check appropriate levels and subjects)

Elementary (grades 1-5) Middle school (grades 6-8) High school (grades 9-12)

English History Math Science Other (please specify _____)

Other employment and/or volunteer experience:

Dates *Employer* *Nature of responsibility*

Reference writer #1 (Name, title, address, phone, e-mail; state relationship):

Reference writer #2 (Name, title, address, phone, e-mail; state relationship):
