

Please see www.mathforamericadc.org/apply.html for the most up-to-date information and instructions for applying for the Math *for* America Washington, D.C. Master Teacher Fellowship.

Application checklist:

- Computer completed Application Form (handwritten forms not accepted)
- Resume
- Personal statement
- Sample lesson plan and student work samples
- List of Math courses taken
- 3 reference letters (at least 1 from current principal, supervisor, coach)
- Praxis exam score (see next page for details)
- Your most recent signed classroom observation report
- Copy of transcripts

Except for references, all items must be completed by each applicant.

Application materials must be emailed to: mfadc@ciw.edu.

In addition to emailing, you can also mail and/or drop off the application materials to:

**Math *for* America DC
Master Teacher Fellowship
1530 P Street NW
Washington, DC 20005
Call us with questions at: (202) 939-1135**

The deadline for receiving applications is Monday May 21, 2018.

Note: It is the applicant's responsibility to ensure posting/emailing/receipt of all required documents.

Dates to remember:

- **April 30 - May 12, 2018:** Last Testing Window to Take Praxis 5161
- **May 21, 2018:** Application deadline
- **June 3, 9 or 10, 2018:** Selected candidates interview dates (*)
- **June 11-15, 2018:** Decision letters sent via email
- **August 2018:** Orientation for teachers admitted to the program

* Candidates will be assigned one (1) of the interview dates above. Interviews are between 10am-3pm

Test Information and Dates

MfA DC Master Teacher Fellowship applicants must submit a score for **ETS Praxis Mathematics: Content Knowledge Exam 5161**. If you have a score for Exam **0061** taken within the last 5 years, you may submit that score in lieu of Exam 5161.

You will need to register for the Praxis Exam 5161 directly through the Educational Testing Service. Exam 5161 is a computer-delivered test and is offered at a variety of times during the year. (Please see the ETS web site for a full list of test dates.) **To qualify for MfA DC's deadline on May 21, 2018, the latest date you can take the Praxis exam is May 12, 2018.** It takes approximately two to four weeks for your score to be received and a final decision regarding acceptance into the program cannot be made absent the results.

Visit <http://www.ets.org> for registration information, dates, test information, and study guides.

Registration Fees and Reimbursement

To ensure that your score report is sent to Math for America DC, enter institution code 5280 when registering for the test. If you are accepted and become a MfA DC Master Teacher, you will receive a one-time reimbursement for the cost of test and registration fees (\$120) for a Praxis exam taken during the 2018 application cycle. An application will be considered incomplete if score reports are not sent to Math for America DC. Reimbursement will be sent using the contact information provided on your MfA DC Master Teacher application.

Any additional fees assessed because of test center date or location changes, additional score report requests, or late registration fees are at the applicant's responsibility. A list of these fees can be found in the Praxis Series Information Bulletin on the ETS website.

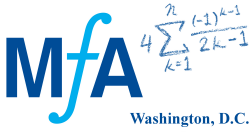
Note: A hardship fund has been established. If the cost of the Praxis Exam is a burden you may write us an application letter for support to cover the charge of test fees (\$120). For more information about this please call at: 202-939-1135, or email mfadc@ciw.edu.

Accommodations

Accommodations may be available for test takers whose Primary Language is Not English (PLNE). If you meet this requirement, you will be allowed 50 percent additional testing time. Please refer to the ETS web site for more information on PLNE accommodations and the required documentation for PLNE accommodations.

The most up-to-date information on Praxis Exams can be found on this ETS website:

<http://www.ets.org/praxis/about/praxisii/>



MfA DC MASTER TEACHER FELLOWSHIP APPLICATION FORM 2018

GRADUATE INSTITUTIONS

Graduate Institution:

Name	City	State/Province	Country	GPA
Degree	From	To	Concentrations	

Graduate Institution:

Name	City	State/Province	Country	GPA
Degree	From	To	Concentrations	

Graduate Institution:

Name	City	State/Province	Country	GPA
Degree	From	To	Concentrations	

TESTING INFORMATION

Praxis Test	Date Taken	Praxis Test	Date Taken
Applicant Reported Score	Date	OFFICIAL PRAXIS SCORE	Date

OTHER INFORMATION

How did you hear about Math for America DC?

Advertising

- Facebook or Twitter
- Google Ads
- Internet Search-MfA Website
- Other

Events

- DC Math Ignite
- School Visit by MfA Staff
- Conference
- Current MfA Member at an event
- Attended an MfA DC Professional Development

Word of Mouth

- Current MfA Member
- Principal or Administrator
- Professor
- Nominated by Colleague
- Career Services
- Student Nomination
- Other

OFFICE USE COMMENTS



MfA DC MASTER TEACHER FELLOWSHIP APPLICATION FORM 2018

PROFESSIONAL TEACHING EXPERIENCE

Current School:

Name	City	State/Province	Country
Type	From	Grade Levels	
Courses Taught			
Do you expect to be teaching at this school in the fall of 2018?			
Yes		No	

Previous School:

Name	City	State/Province	Country
Type	From	To	Grade Levels
Courses Taught			

Previous School:

Name	City	State/Province	Country
Type	From	To	Grade Levels
Courses Taught			

CERTIFICATION INFORMATION

Professional File Number	Years of Full Time Teaching
Certification/Credential Type	Date of Certification/Credentials or Date of Professional Certification (if not received)
Affiliations	

PROFESSIONAL DEVELOPMENT & ASSOCIATIONS

Professional Memberships:

Articles/Publications:

Leadership Roles within school(s) and dates:

Please write a Personal Statement that addresses the question below (1000 words maximum).

How are you continuing to grow into the math teacher you want to be?

Please include the question at the beginning of your Personal Statement response.

Following the outline below, please describe a mathematics lesson that demonstrates your strengths as a teacher.

1. A brief description of the context of this lesson (course title, school information, student population, curriculum used, etc.)
2. A brief written statement addressing these questions:
 - a. What was the overarching unit in which this lesson was situated, and how does this lesson related to the overarching unit?
 - b. What standards does the lesson address?
 - c. What are the student learning outcomes of the lesson?
 - d. What are students and the instructor doing during different phases of the lesson?
 - e. Was there any technology used for the lesson and if so, how did it contribute to student learning?
 - f. Any other details about the lesson that are notable?
3. Work samples from two different students: one who represents a strong understanding of the material and one who struggled with the material. For each work sample, please write a few sentences addressing these questions:
 - a. What does the student understand about this topic? Where is that evidenced in his or her work?
 - b. What, if any, misconceptions does the student have about this topic? Where is that evidenced in his/her work?
 - c. What did you do next to meet the student's needs?
4. A short reflection on the lesson and resulting follow-up. Did the lesson accomplish what you hoped it would accomplish? Were you able to challenge your stronger students while still meeting the needs of your struggling students? What will you do differently if/when you teach this lesson again?

Feel free to attach any supplemental materials used (lesson plans, worksheets, assessments, handouts, etc.).



To the Applicant:

Please complete *all* fields above the dotted line.

Name of Applicant: _____

Name of Recommender: _____

I am aware of the rights afforded to me by the Federal Educational Rights and Privacy Act of 1974. I hereby waive my right to examine the contents of this reference. I understand that by waiving my right, I do so under the condition that the reference is used solely for the purpose for which it is requested.

Date _____ Applicant's Signature _____

To the Recommender (*):

The applicant whose name appears above has applied to the Math *for* America DC Master Teacher Program. Please attach a letter detailing your evaluation of the applicant's qualifications. We are particularly interested in examples of the applicant's leadership skills, flexibility, interpersonal skills, and resourcefulness. In the letter, tell us how long you have known the applicant and in what capacity, what you know about his/her content knowledge in mathematics, his/her ability as a secondary school math teacher, and any other information that might pertain to the candidate's qualifications for this program.

How would you rate this applicant's **overall ability** as a mathematics teacher and school/area math education leader?

____ Very High ____ High ____ Average ____ Low

Date _____ Recommender's Signature _____

Recommender's Name and Title (*please print*):

Institution/Organization _____

Address _____

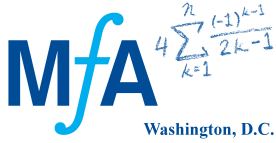
Phone _____ Email _____

Please mail or email this form along with your reference letter directly to MfA DC, so that it reaches us by **May 21, 2018:**

**Math for America DC
Master Teacher Fellowship
1530 P Street, NW
Washington, DC 20005**

Email: mfadc@ciw.edu

* *Letters may not be written by current MfA Fellows, Master Teachers, Staff, or Board Members*



MfA DC Master Teacher Application 2018
Student Letter of Reference
(Page 1 of 2)

To the Applicant:

Please complete *all* fields above the dotted line.

Print Full Name _____

Name of Recommender _____

I am aware of the rights afforded to me by the Federal Educational Rights and Privacy Act of 1974. I hereby waive my right to examine the contents of this reference. I understand that by waiving my right, I do so under the condition that the reference is used solely for the purpose for which it is requested.

Date _____ Applicant's Signature _____

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To the Student/Recommender:

Your current/former teacher has applied for the Math *for* America DC Master Teacher Fellowship. Your recommendation will help us understand your teacher's success in the classroom.

Please share your experiences in this teacher's mathematics class by answering the questions below.

What course(s) did you take with this teacher?

What grade(s) were you in when you had this teacher?

Please describe one memorable class activity.



MfA DC Master Teacher Application 2018

Student Letter of Reference

(Page 2 of 2)

How did your teacher encourage you to be successful in mathematics?

Date _____ Student's Signature _____

Please return this form to your teacher, or mail and/or email it directly to Math *f*or America DC (MfA DC)

Math *f*or America DC
Master Teacher Fellowship
1530 P Street, NW
Washington, DC 20005-1910

Email: mfadc@ciw.edu