

Application Checklist:

- Complete Questions 1-9.
- Attach your two sets of short answers.
- Have your Administrator sign the Approval Form, page 5.
- Please read carefully and sign page 2.

1) _____

2) _____

3) _____

Seminar Choices

Houston Teachers Institute

A Partnership between the University of Houston and
the Houston Independent School District

Please download the application, complete, and email to us at the below address.

E-mail: hti@uh.edu Website: <http://hti.math.uh.edu>

Fellows Application - 2010

INSTRUCTIONS—PLEASE READ CAREFULLY. Application due date **November 6, 2009**. Mail to: **Houston Teachers Institute, Honors College, University of Houston, Houston, TX 77204-2001** or email completed form to hti@uh.edu or fax application to 713-743-3727. Contact the Houston Teachers Institute at 713-743-3986 if you have any questions. Applicants will be informed of admission by mail sent out in December. Seminars begin on January 19, 2010.

1. Name (Please Print): _____

2. School: _____

3. Indicate the subjects and grade levels you currently teach and which you expect to teach next year (e.g. *Art, 8th grade; Science, 11th grade; Social Studies, 9th grade, etc.*)

4. Home Address: _____

City/State: _____ Zip Code _____

5. Home Telephone _____ Mobile Telephone _____

Work Telephone _____

6. Date of Birth _____

Required for enrollment in UH WebCT, a resource and communication channel for HTI Seminar Leaders and their Fellows.

7. Home Email Address _____

8. School Email Address: _____

9. State the name of seminar(s): **You must select at least two.** If you select only one seminar you will be among the last considered for a seminar.

First Choice: _____

Second Choice: _____

Third Choice: _____

10. List below: A) the title(s) of the course(s) in which you will teach the curriculum unit you prepare, B) the total number of students enrolled in classes to whom you will teach this course, and C) the number of days you expect to teach the unit in each course. (e.g. *Art, 8th grade; Science, 11th grade; Social Studies, 9th grade, etc.*).

A) Course(s) Title(s)	B) Total Students	C) Number of Days for Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

The Institute welcomes applications from any full-time, K-12 teacher in the Houston area, regardless of grade level or school, who will also remain a teacher at that school in the year following his or her participation. These applications with the Principal's Review Form must be submitted to the Teacher Representative (TR) at your school by October 27, 2009, or, if you do not have a TR in your school, mailed to the Institute by November 6, 2009.

Teachers who successfully complete the program will receive a \$1000.00 fellowship stipend in the November following the spring seminars. Please be aware that this is a rigorous program that will take time to complete. It is also extremely rewarding! To successfully complete the program you must:

1. Attend seminar meetings regularly and on time, missing no more than three meetings during the course of the semester.
2. Submit by the deadline a curriculum unit (15-20 pages single spaced) that is acceptable by the editorial staff for publication by HTI.
3. Work as a classroom teacher in a Houston area school for the following school year.

If accepted, I agree to meet all the Institute requirements for full participation as detailed above.

_____ Signature	_____ Date
_____ Printed Name	_____ Social Security Number*

* We must have this number to activate your University of Houston student ID, which is required. If you would rather report this number by fax or telephone, you must do so by December 1, 2009.
Fax 713 743 3727 Phone 713 743 3986

The Institute seeks to admit those teachers who show by their applications that they can most benefit from being involved in a seminar. You should make a special effort in your short answer responses to explain why you think your participation in a particular seminar will strengthen your teaching.

A key part of the Institute seminar program involves writing what is called a "curriculum unit." This is a 15-20 page essay (which includes 4 lesson plans) that each teacher writes. The unit explains how you will teach a particular theme or aspect of the seminar subject to your students.

As part of the application process, you will begin thinking about how to shape your curriculum unit when you answer the following questions. Each answer requires complete sentences and a minimum of 100 words and a maximum of 250 words. Please attach your two sets of questions to this form. Answer the four questions for each of the first two seminars you select. *Best wishes to all applicants!* Contact the Institute if you have any questions at 713-743-3986.

Principal's Review Form

Please download, print, and have your Principal complete this form, then send or fax to us at 713-743-3727
Mail to: HTI, University of Houston, Honors College, 212 MD Anderson Library, Houston, TX 77204-2001

To the Principal: The Institute cannot accept an applicant unless his or her school administrator verifies that the individual's proposed curriculum unit and intended seminar are consistent with the curricula and academic plans of the school, and that the individual **may** be assigned in the coming year one or more courses in which it will be possible for him or her to teach the unit. Please review the application and sign below. **[Please note that HTI understands that no administrator can guarantee a teacher's assignment for the next year. HTI assumes that the teacher can adjust the created curriculum unit to fit the grade level and subject of a teaching assignment when necessary.]** The applicant's school must pay HTI \$1,800.00 for each teacher who enrolls in the program. This payment is due by January 15, 2010. A full refund will be given if the applicant withdraws from the program and does not attend the first two sessions.

Applicant's Name (Please Print)

Applicant's School

1. Is the applicant's proposal consistent with the curricula and academic plans for your school? *(check one.)*
 Yes No
2. List the courses and/or the grade levels where the proposed unit will be used. If there are none assured at this time, please check "None at this time."
 None at this time
3. **In so far as you can determine**, is it possible that the applicant could be assigned next year one or more of these courses in which to teach the unit? *(check one.)*
 Yes No Undetermined at this time

If you are not certain about the next year's assignment, please check "Undetermined at this time" and state here that you cannot assure a particular assignment at this time.

4. Please state any special merits or problems you find with the application. Please note that you may indicate that the teacher is not guaranteed an assignment for the following year, but still sign the form.

Signature of Principal

Title

Printed Name of Principal

Date

A copy of these comments will be furnished to the applicant.

