

Directions for completing Candidate Information Form

[NOTE: All candidates for the Mississippi Hall of Master Teachers must have 15 years of full-time classroom teaching experience, including 7 years in Mississippi schools, K-12.]

- Type all information or word-process on a computer. If you use a computer, follow the format of this form.
- Use 12-point type and double-space where requested.
- Where the form asks for “years”, indicate as 1998-1999, etc., not the total number of years.
- If you need additional pages for any item, please number these as 3b, 4b, etc.
- Do not include resumes, photographs, newspaper clippings, etc. Provide only the information that is requested by the form.
- Limit supporting letters to four (4), including a fellow teacher, an administrator, a parent, and a former student. All letters should have signatures and be no more than one (1) page long, single-spaced. Student letters should come from ones who have been out of the nominee’s classroom for at least four (4) years.
- Submit an original of the Candidate Information Form, plus seven (7) copies. The original should be one-sided (printed on one side of the paper), but the copies, including letters, may be double-sided (preferable).
- Do not use staples for any part of the application except the seven copies, which should be fastened in the upper left corner.
- The original and copies of the Candidate Information Form and supporting letters should be submitted to the Steering Committee by June 15 (post mark).
- If you have questions, please call (662) 329-7182. Or, you may Fax to (662) 329-8515 or e-mail talpe@muw.edu.

Mailing Address:

DR. Twila Alpe
W-Box 1637
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Columbus, MS 39701

MISSISSIPPI HALL OF MASTER TEACHERS

Candidate Information Form

NAME _____ e-mail _____
[as you would like it on a certificate if you are selected as a finalist – limited to 16 letters]

Home Address _____ City _____ Zip _____

School in which you teach _____

School District _____ Superintendent _____

School Address _____ City _____ Zip _____

Local Newspaper for possible media release: _____

Home Telephone: []

School Telephone: []

List all colleges or universities attended and degrees completed (most recent first, then descending order):

College/University	Degree	Date	Major	Minor
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Are you National Board (NBTS) certified? () Yes () No If so, Year _____ and Area _____

List all schools in which you have taught (most recent first, then descending order):

School	Location	Year(s)	Subject Taught
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total years K-12 Classroom Teaching: _____ Total years K-12 Classroom Teaching in Mississippi: _____
 [Candidates for the Hall of Master Teachers must have at least 15 years of full-time classroom teaching experience, including at least 7 years in Mississippi schools]

List workshops, seminars, etc. that you have organized and conducted during the past 7 years:

Title of Workshop	Date	Place
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

List professional organizations in which you have been ACTIVE during the past 7 years:

Organization	Office Held (if any)	Meetings Attended (years)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

What professional journals do you read regularly (limit to three)?

List publications in professional journals and papers presented at professional meetings during the past five (5) years:

Publication/Presentation Title	Audience or Publication
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TEACHING STYLE / PHILOSOPHY (20 points)

Describe your style of teaching, including specific techniques and strategies that you feel have made you an outstanding teacher. How has being a teacher influenced your life and how has your teaching influenced others? [*Limit response to no more than three (3) double-spaced pages, 12-point type.*]

CURRICULUM / COURSE DEVELOPMENT (20 points)

Explain any significant contributions that you have made to curriculum or course development in your teaching area. Indicate innovative classroom strategies that you have shared with other teachers by way of publications or papers presented in professional meetings or in staff development sessions. [*Limit response to no more than three (3) double-spaced pages, 12-point type.*]

EXTRA-CURRICULAR ACTIVITIES (10 points)

Describe any significant contributions to extra-curricular activities (outside normal classroom routine) in the schools in which you have taught. Briefly explain how these activities have contributed to student development. [*Limit response to two (2) double-spaced page, 12-point type.*]

COMMUNITY ACTIVITIES (5 points)

Describe any special community activities in which you have been involved. These should be non-school activities that have led to enhancement of the quality of life for the citizens of your community and to greater respect for the teaching profession. [*Limit response to two (2) double-spaced page, 12-point type.*]

OVERALL CONTRIBUTIONS AS A TEACHER (10 points)

Attach four (4) LETTERS OF SUPPORT from (1) a Fellow Teacher, (2) an Administrator; (3) a Parent, and (4) a Former Student. All letters should have signatures and be no more than one (1) page long, single-spaced. Student letter should come from one who has been out of the nominee's classroom for at least four (4) years.