

## Endorsement Application

Please check the endorsement for which you are applying:

CTAE    CTI    Computer Science    ESOL    Gifted    K-5 Math  
 K-5 Science    P-12 Reading    Teacher Leader

Candidate's Name: \_\_\_\_\_

(As it appears on teaching certificate)

Gender (M F)      Are you Hispanic or Latino of any race? (Y N)

Race: (Please Circle)

Asian      American Indian and Alaska Native      Black or African American  
Native Hawaiian and Other Pacific Islander      White

Date of Birth \_\_\_\_\_ SSN# \_\_\_\_\_

System: \_\_\_\_\_ School: \_\_\_\_\_

School Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_ Home Phone # \_\_\_\_\_

Home Address: \_\_\_\_\_

Years of Teaching Experience: \_\_\_\_\_ Certification Level: \_\_\_\_\_

Certification Area(s): \_\_\_\_\_ Teaching Certificate #: \_\_\_\_\_

What are your reasons for obtaining this endorsement?

### Plagiarism Statement

I, the candidate understand that NEGA RESA does not tolerate plagiarism.  
All reports will be investigated to determine if participant is to be removed from the course in which they are enrolled. My employer will be notified of the investigation and the actions taken by NEGA RESA. Employer may choose to contact the Professional Standards Commission for further investigation.

\_\_\_\_\_  
(Candidate's Signature)

\_\_\_\_\_  
Date

### Candidate's Commitment

I understand that the Georgia Professional Standards Commission has granted this endorsement to Northeast Georgia RESA and that it requires instructors and participants to adhere to the rigorous guidelines of the endorsement. Failure to adhere to the endorsement guidelines will result in a failure to receive credit for the course. I acknowledge that regular attendance is critical. All assignments must be completed to mastery.

I understand that in order to receive credit for these endorsement classes I must:

\*complete all required coursework and assignments

\*be present for a minimum of 90% of the class time (in 50 hour courses you can miss no more than 5 hours with instructor's permission. Make-up assignments must be completed for any class absence.)

\* submit all required payments to Northeast Georgia RESA or verify payment from another source (local system, school, etc.)

\_\_\_\_\_  
**(Candidate's Signature)**

\_\_\_\_\_  
**Date**

**Recommended by:** \_\_\_\_\_

**Principal/Designee Signature**

\_\_\_\_\_  
**Date**

**Approved by:** \_\_\_\_\_

**Professional Development Director**

\_\_\_\_\_  
**Date**

Please verify that the following items are completed and included in your application packet for Northeast Georgia RESA's endorsement program. These items must be faxed or mailed to Northeast Georgia RESA prior to the first class. Northeast Georgia RESA reserves the right to remove participants from the course if the application package is not complete. All participants must complete online registration at <http://www.negaresa.org/negaresa/>.

Please mail or scan and email the completed application packet.

Mailing Address:

Northeast Georgia RESA, 375 Winter Street, Winterville, GA 30549, Attn: Endorsement Department

Email: [brenda.mercer@negaresa.org](mailto:brenda.mercer@negaresa.org) or [toni.boatwright@negaresa.org](mailto:toni.boatwright@negaresa.org)

A completed Application Packet consists of the following:

\_\_\_ Application Form (Pages 1 & 2)

\_\_\_ Eligibility and Approval form (Pages 3)

\_\_\_ Memorandum of Understanding & Endorsement (Pages 4)

## Endorsement Eligibility and Approval Form

<b>Candidate Name</b> _____ <b>School System</b> _____ <b>School</b> _____ Endorsement: <input type="checkbox"/> CTAE <input type="checkbox"/> CTI <input type="checkbox"/> Computer Science <input type="checkbox"/> ESOL <input type="checkbox"/> Gifted <input type="checkbox"/> K-5 Math  <input type="checkbox"/> K-5 Science <input type="checkbox"/> P-12 Reading <input type="checkbox"/> Teacher Leader
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*The above teacher wishes to be enrolled in a Northeast Georgia RESA Endorsement program. Your signature below acknowledges your approval for the teacher's enrollment. It further verifies your knowledge of the teacher's qualifications for this program.*

<b>Curriculum Director/Professional Learning Coordinator or system-level designee</b>		
<p>Please verify that the above candidate holds a clear renewable* Georgia teaching certificate and has demonstrated successful classroom teaching experience. Certificate #: _____</p>		
_____	_____	_____
Signature	Title	Date

<b>Supervising Administrator or Building Level Administrator (principal, AP)</b>		
<p>To assure the teacher's potential for success as a candidate in the Endorsement Program, please verify that the above candidate exemplifies personal and professional characteristics and practices such as the following:</p>		
<ul style="list-style-type: none"> <li>• Demonstrates an understanding and acceptance of diverse cultural and intellectual abilities o Strives for personal excellence and high achievement</li> <li>• Understands the impact of school, family, community, language and culture, in linking learning to students' prior knowledge</li> <li>• Has broad general knowledge</li> <li>• Demonstrates a variety of outstanding instructional skills</li> <li>• Demonstrates effective classroom management skills</li> <li>• Demonstrates the ability to create a literate environment</li> <li>• Conveys verbally and non-verbally a positive enthusiasm for teaching, learning, and for the well-being of students</li> <li>• Is energetic, enthusiastic, and positive towards self and others</li> <li>• Models professional and ethical attitudes and behaviors</li> <li>• Demonstrates knowledge of technology and the ability to integrate into teaching</li> </ul>		
_____	_____	_____
Signature	Title	Date

## Memorandum of Agreement Endorsement Programs

As a candidate for the Northeast Georgia RESA \_\_\_\_\_ Endorsement Program, I acknowledge and agree to the following Northeast Georgia RESA program requirements:

- I have completed my application packet for admission.
- I have completed my profile on the webpage so that I can register for the endorsement series.
- I have reviewed the webpage components pertaining to the endorsement program.
- I have received the course schedule and syllabus which is aligned with standards and elements.
- I agree to meet attendance guidelines.
- I am responsible for all course requirements and assignments.
- I am responsible for collecting artifacts and data to show evidence of impact on student achievement.
- I will collaborate with my administrators to arrange leave for my field experiences/internship as required for each endorsement.
- I will work collaboratively with my administrators to ensure field experience placement provides an opportunity to interact with diverse students in P-12 schools.
- I will work collaboratively with my administrators to complete field experiences/internships as required for each endorsement.
- I am required to submit payments for my courses in order to receive credit.
- I understand that I will not receive credit for each endorsement course until the end-of-course evaluation is completed and returned.
- I understand that I will my PSC recommendation form will not be sent until the Program Cohort Evaluation form is completed and returned.

I understand and agree to the above-mentioned requirement.

Candidate's  
Signature \_\_\_\_\_ Date \_\_\_\_\_

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As the principal for \_\_\_\_\_, candidate of the Northeast Georgia RESA \_\_\_\_\_ Endorsement Program, I acknowledge and agree to the following Northeast Georgia RESA program requirements:

- I will collaborate with my teacher candidate to arrange leave for his/her field experiences/internship as required for the endorsement.
- I will ensure that a candidate's field experience placement provides an opportunity to interact with diverse students in P-12 schools.
- I will work collaboratively with my teacher candidate to complete field experiences/internships as required for each endorsement.

Principal Signature \_\_\_\_\_ Date \_\_\_\_\_