

# NORTH GEORGIA RESA ONE-YEAR SUPERVISED PRACTICUM APPLICATION

**Application Process** - Please send in ONE packet including ALL items listed below to:

NORTH GEORGIA RESA ONE-YEAR SUPERVISED PRACTICUM  
North Georgia Regional Educational Service Agency  
4731 Old Highway 5 South  
Ellijay, GA 30540

## INCOMPLETE APPLICATION PACKETS WILL NOT BE ACCEPTED.

- \_\_\_\_\_ Complete application (below)
- \_\_\_\_\_ Transcripts from all colleges and universities attended (official or unofficial accepted)
- \_\_\_\_\_ \$20.00 application fee (check or money order)
- \_\_\_\_\_ Copy of GACE Basic Skills (scores or proof of exemption refer to websites), GACE Subject Area, and GACE Pedagogy, PRAXIS scores if already taken and passed will apply:  
[www.ngresa.org](http://www.ngresa.org)
- \_\_\_\_\_ Current resume
- \_\_\_\_\_ Two (2) letters of reference from most recent previous employers

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Email \_\_\_\_\_ Social Security # \_\_\_\_\_

Position sought \_\_\_\_\_  
(i.e. Middle/High School Math or Science)

### **DEGREES EARNED** (beginning with the most recent):

Degree: \_\_\_\_\_ Major \_\_\_\_\_ GPA: \_\_\_\_\_ Institution: \_\_\_\_\_  
(i.e. MA Electrical engineering) (i.e. Georgia State University)

Degree: \_\_\_\_\_ Major \_\_\_\_\_ GPA: \_\_\_\_\_ Institution: \_\_\_\_\_

Degree: \_\_\_\_\_ Major \_\_\_\_\_ GPA: \_\_\_\_\_ Institution: \_\_\_\_\_

### **WORK HISTORY** (most recent first) – Last 3 to 5 years (Include full work history on resume)

Employer \_\_\_\_\_ Phone \_\_\_\_\_

Position Held \_\_\_\_\_ Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Beginning Date \_\_\_\_\_ End Date \_\_\_\_\_

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Employer \_\_\_\_\_ Phone \_\_\_\_\_

Position Held \_\_\_\_\_ Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Beginning Date \_\_\_\_\_ End Date \_\_\_\_\_

Employer \_\_\_\_\_ Phone \_\_\_\_\_

Position Held \_\_\_\_\_ Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Beginning Date \_\_\_\_\_ End Date \_\_\_\_\_

If you are accepted in the program: Prefer to attend \_\_\_\_\_ day classes \_\_\_\_\_ evening classes  
Prefer to teach in \_\_\_\_\_ system(s).

**Answer "YES" or "NO" to the following questions:**

- Are you legally authorized to work in the U. S. on a full-time basis? YES \_\_\_\_\_ NO \_\_\_\_\_
- Have you ever been dismissed from employment? YES \_\_\_\_\_ NO \_\_\_\_\_
- Have you ever had credentials denied, revoked or suspended in any state? YES \_\_\_\_\_ NO \_\_\_\_\_
- Have you ever received an unsatisfactory performance evaluation from an employer? YES \_\_\_\_\_ NO \_\_\_\_\_
- Have you ever been placed on disciplinary probation or been suspended from any position? YES \_\_\_\_\_ NO \_\_\_\_\_
- Have you ever been or are you now under investigation for unethical conduct? YES \_\_\_\_\_ NO \_\_\_\_\_
- Have you ever been convicted of a felony, misdemeanor or pled *nolo contendere*, or are you now under investigation for violation of **any** such offense? You must include ANY offense for which a fine of \$100 or more was imposed. Do not include any offense that occurred before your eighteenth birthday. YES \_\_\_\_\_ NO \_\_\_\_\_

**If you answered "YES" to any of the above questions, you MUST attach an explanation and supporting documents. If you fail to complete ALL of the above section, your application package will not be processed.**

**In your handwriting, explain why you want to change careers and become a teacher. (Attach a separate sheet if needed.)**

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Legal Signature

Date

School Year \_\_\_\_\_

**File Chart**  
**(One Year Practicum – Please complete top portion)**

Name \_\_\_\_\_

Address \_\_\_\_\_  
*Street City State ZIP*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Birthday: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*m m d d y y yy*

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

- \_\_\_\_\_ Application (date sent: \_\_\_\_\_)
- \_\_\_\_\_ GPA = 2.5 or Masters program
- \_\_\_\_\_ 2 letters of reference
- \_\_\_\_\_ Current resume
- \_\_\_\_\_ Teaching of Reading (if needed) (date completed: \_\_\_\_\_)
- \_\_\_\_\_ In-tech course or test (date passed: \_\_\_\_\_)
- \_\_\_\_\_ House Bill 671 (date completed: \_\_\_\_\_)
- \_\_\_\_\_ GACE Basic Skills/ACT/Gre/SAT (date passed/score: \_\_\_\_\_ / \_\_\_\_\_)
- \_\_\_\_\_ GACE Subject Area (date passed/score: \_\_\_\_\_ / \_\_\_\_\_ Test field: \_\_\_\_\_)
- \_\_\_\_\_ Teaching Position: \_\_\_\_\_
- \_\_\_\_\_ GACE Pedagogy (date passed: \_\_\_\_\_)
- \_\_\_\_\_ College Transcript - Bachelor Degree(s) earned: \_\_\_\_\_
- \_\_\_\_\_ System employed by: \_\_\_\_\_
- \_\_\_\_\_ School teaching in: \_\_\_\_\_

**Supervisor** \_\_\_\_\_ **Mentor** \_\_\_\_\_ **Administrator** \_\_\_\_\_

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**FOR OFFICE USE ONLY**

RESA Supervisor: \_\_\_\_\_

Mentor: \_\_\_\_\_ Administrator: \_\_\_\_\_

- \_\_\_\_\_ Application fee (date paid: \_\_\_\_\_)
- \_\_\_\_\_ Fee paid (date paid: \_\_\_\_\_)
- \_\_\_\_\_ Acceptance letter (date sent: \_\_\_\_\_)
- \_\_\_\_\_ Mid year survey (date: \_\_\_\_\_)
- \_\_\_\_\_ Letter of Recommendation (date: \_\_\_\_\_)
- \_\_\_\_\_ Sent to participant (date: \_\_\_\_\_)
- \_\_\_\_\_ Sent to system (date: \_\_\_\_\_)
- \_\_\_\_\_ Sent to PSC (date: \_\_\_\_\_)
- \_\_\_\_\_ Copy for folder kept
- \_\_\_\_\_ Orientation Date: \_\_\_\_\_

Notes/Documentation/Calls: \_\_\_\_\_

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# North Georgia RESA

## School System Recommendation for the One-Year Practicum

\_\_\_\_\_ recommends \_\_\_\_\_  
System name Beginning Teacher's Name

To the One-Year Practicum which begins (circle one)      August 1      January 3

- Recommend beginning teacher meets all eligibility requirements for the One-Year Supervised Practicum to North Georgia RESA.
- Ensure that beginning teacher recommended hold a bachelor's degree in the teaching field (\_\_\_\_\_) or closely related field to which they are seeking certification and meet the minimum GPA requirement set by the PSC (*2.5 in all college level work completed within the last ten years*).
- Ensure that beginning teacher recommended meet the GACE Basic Skills requirement, either with passing or exempting scores, the GACE Subject Knowledge requirement, and the requirement to have passed the GACE Pedagogy Test.
- Ensure that beginning teacher recommended has been offered a full-time teaching position.
- System will assign a school-based mentor and a school administrator to participate in the 3-person support team for the beginning teacher.
- System personnel will discuss the fee payment for the practicum with the beginning teacher candidate to determine who is responsible for the payment.
- System personnel will discuss the payment of the mentor stipend with the beginning teacher candidate to determine who is responsible for the payment.
- System will assure that the mentor will attend a one-day training by North Georgia RESA in the roles and responsibilities expected and two work sessions at North Georgia RESA.
- System will evaluate and supervise the beginning teacher candidates according to the practice for all other new teachers.
- System will make decisions concerning renewal/non-renewal of the beginning teacher candidates' contracts according to the practice for all other new teachers.

\_\_\_\_\_  
Certification Officer/ Personnel Director Signature      Date