



## Guidelines Faculty Scholarship 2011-2012

Texas PTA has for many years offered scholarships to educators for continued professional development. This financial aid has allowed recipients to enhance their skills they otherwise might not have been able to pursue or complete. This program is tangible evidence of Texas PTA's desire to improve the quality of education for Texas students. All funds for the scholarships are provided by gifts to the Texas PTA Endowment Fund.

Texas PTA offers \$500 scholarships to **teachers, teachers' aides, or other faculty members** planning to take college credit courses, workshops or other continuing education which improves the applicant's teaching proficiency or applies to a specific education-related certification (includes middle management, administrator, counselor, etc.). These courses may include online and correspondence courses.

### ELIGIBILITY REQUIREMENTS

- Applicant must be a teacher, teacher's aide, or other faculty member with three (3) or more **completed** years of experience in Texas schools **prior** to application.
- Applicant must be employed in a school with a Local PTA/PTSA in good standing with Texas PTA, and be a member of that same PTA/PTSA. Applicant's name must be on the current membership list and recorded in the Texas PTA office at time of application
- Applicant must plan to enroll within one (1) year immediately following notification of awarded scholarship.
- Applicant cannot have an immediate family member on the Texas PTA Board of Directors, staff or as an Area PTA president. Affected applicants must allow for one (1) year to elapse before becoming eligible for consideration.
- A completed electronic application **must be received by March 1, 2012** to be eligible for consideration.
- Applicant cannot be a previous recipient within the last twelve (12) months.

### GUIDELINES FOR SUBMISSION

All documents should be submitted in Microsoft Word or PDF format. In order to qualify, the applicant must complete the following:

1. The online application which includes:
  - A one-page resume listing relevant work experience, community activities, PTA involvement and special recognition or awards.
  - A 300-word essay describing:
    - How the course/s the applicant proposes to take will improve his or her proficiency in professional skills and will benefit students and their families at his or her school.
    - The impact parent involvement and PTA has had in the applicant's classroom or at his or her campus.
    - How the scholarship will impact the applicant's ability to take the proposed course/s (financial need).
  - Name, email address and phone number of two individuals submitting a letter of recommendation. Please note that one of the references must be a campus faculty member or administrator.
2. Texas PTA will immediately contact each of your references via email to request the required letters of recommendation. It is the responsibility of the applicant to ensure that both letters of recommendation are received by March 1, 2012 or within ten (10) days of application submission.

### SELECTION AND DISBURSEMENT

Selection is made by the Scholarship Committee of the Texas PTA Board of Directors. Results will be published via the Texas PTA website on May 1, 2012. Recipients will be notified by email and U.S. mail once the selection process is complete.

Applicants chosen to receive the Texas PTA Faculty Scholarship must submit verification of enrollment from the educational institution to the Texas PTA office by September 15, 2012. This may be done electronically to [programs@txpta.org](mailto:programs@txpta.org), by fax to 512-322-9326, or by mail to Texas PTA, Attn: Programs Dept., 408 W. 11<sup>th</sup> Street, Austin, TX 78701-2113. The funds shall be paid to the educational institution. Failure to meet the above deadline may result in forfeiture of the scholarship.

**All entries submitted to Texas PTA become the property of Texas PTA and will not be returned.  
Decisions of the Scholarship Committee are final.**