



One Wembley Court, Albany, NY 12205-3830
1-877-569-7782 www.nyspta.org

New York State PTA Teacher Fellowship for Graduate Study - In Memory of Richard Gazzola

(Read carefully before completing application)

The Teacher Fellowship was established by the New York State PTA in 1961 to encourage excellent teachers to stay in the classroom by providing an opportunity for them to improve their teaching skills, update their professional knowledge, and expand their professional horizons. In 1992, the Fellowship was named to honor a "Master Teacher", Richard Gazzola, who served on the New York State PTA Board of Managers for many years prior to his untimely death in 1991.

GRANT- \$1,000 for advanced graduate study.

CRITERIA - Academic ability, professional promise, relevance of proposed study to improve teaching proficiency, and the applicant's PTA participation

The following courses shall not be considered:

- Courses being taken to meet initial teaching certification requirements
- Courses being taken to meet certification requirements (or any other courses) for guidance positions
- Courses being taken to meet certification requirements (or any other courses) for administrative positions

Financial need is NOT a consideration.

ELIGIBILITY -

Applicant must:

1. Be a full-time, non-substitute teacher in a New York State public school.
2. Have obtained their masters degree and have completed at least one full year of teaching in the year immediately preceding applying.
3. Be an active member of the PTA unit of the school in which they teach **or in which their children attend**. The PTA unit *must* be a unit in good standing (membership paid, insurance paid, bylaws valid) by February 1.
4. Not have been a previous recipient of more than one NYS PTA Fellowship. No more than TWO (2) fellowships will be given to any one individual.

NOTE: Applying for a grant from another source must be indicated on the application. Receipt of a comparable grant would make applicant ineligible for a Fellowship. Notification of acceptance of such a grant should be sent to the State PTA Office immediately.

APPLICATIONS - ALL of the following are the responsibility of the applicant:

1. Official transcripts for graduate degree must be submitted **directly** to the State PTA Office from the college or university.
2. **Application must be accompanied** by a letter of recommendation from each of the following:
 - a) The PTA unit president attesting to the applicant's membership and active participation in the unit.
 - b) Applicant's principal or superintendent.

3. Applications are available by going to www.nyspta.org or calling the NYS PTA office at 1-877-569-7782.

- REQUIREMENTS - All of the following must be met by the recipient:
1. Proposed course of study must be a minimum of six (6) credit hours and shall be supported by a statement of the registrar of the supervising institution of comparable work to be undertaken. Courses must be taken within the year ***after the notification of the award has been made.***
 2. Study must be in a field to improve applicant's teaching proficiency.
 3. Applicant must be planning to continue teaching in a New York State public school for at least one (1) year.
 4. School must be an accredited college or university within the U.S. or its territories.
 5. Fellowship **MUST** be used by August of the following calendar year.
 6. Fellowship winners must sign an agreement acknowledging the requirements of the grant.

SPECIAL FELLOWSHIPS - May be awarded outside the usual requirements of formal classroom attendance when the applicant can convince the committee of its value by presenting a written plan for a course of study not met by available graduate courses. No more than one such Fellowship will be awarded in any year.

SELECTION OF WINNERS - Applications are reviewed by a committee of members of the New York State PTA Board of Managers.

DEADLINE FOR APPLYING - Completed applications including transcripts and letters of recommendation must be postmarked, not metered, no later than **June 15** to be considered.

Allow sufficient time to obtain the necessary transcripts and letters of recommendation. If application and all supportive data are not postmarked by **June 15**, the application will NOT be considered. *(If the deadline falls on a weekend or holiday it will be extended to the next business day)*

WINNERS ANNOUNCED - Winners are notified on or about August 15 and receive a contractual agreement which must be signed and returned.

INSTRUCTIONS TO APPLICANT:

1. Arrange for your official transcripts to be sent ***directly*** to the State PTA Office.
2. Send completed application with two (2) letters of recommendation to:
Twin Projects Chairman
New York State PTA®
One Wembley Court
Albany, NY 12205-3830

**APPLICATIONS POSTMARKED (NOT METERED) AFTER JUNE 15 AND/OR INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.
FAX COPIES ARE NOT ACCEPTABLE.**

APPLICATION

New York State PTA Teacher Fellowship for Graduate Study - In Memory of Richard Gazzola

Mr., Mrs., Ms. _____

Address _____

Email _____

Telephone (____) _____ If married, maiden name _____

Masters Degree(s) Completed on _____

at _____

Presently Teaching at _____

School District _____

School Address _____

Subject/Grade _____ Dates _____

School(s) Previously Taught At:	Subject/Grade	From - To
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_____	_____	_____
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_____	_____	_____
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_____	_____	_____
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College/University you plan to attend _____

Advance Study you plan to pursue _____

Number of Credit Hours _____ (A minimum of six (6) hours is required or a Registrar's statement of comparable work to be undertaken.)

Have you applied to any other source for a similar grant for this course of study? Yes No

Have you received a previous New York State PTA Teacher Fellowship for Graduate Study ~ In Memory of Richard Gazzola? Yes No

If yes, year received _____. An official transcript of work completed under the Fellowship must be submitted.

STATEMENT OF PTA MEMBERSHIP AND PARTICIPATION in either the school where you teach or where your children attend.

I am a member of the _____ PTA.

PTA Unit Code Number **MUST BE INCLUDED** (available from the unit president) ____ - ____

PTA Position(s) Held and Dates _____

Statement of Purpose of Planned Course of Study.

Please type your Statement of Purpose of Planned Course of Study in the space provided below. **Handwritten statements will not be considered.** Include your reason for applying for the Fellowship. Remember, financial need is NOT considered. Use this sheet only, **attached sheets will not be considered.**

Date

Signature

Submit completed application with letters of recommendation to:

Twin Projects Chairman
New York State PTA®
One Wembley Court
Albany, NY 12205-3830

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