

Levels of Eligibility: Elementary/Middle School/Secondary/College & University

Any teacher or administrator may nominate an eligible AATSP member for Teacher of the Year (TOTY) or Professor of the Year (POTY). Self-nominations are also accepted. Please forward a copy of any letter of nomination directly to the person nominated. This courtesy letter should allow the nominee sufficient time to meet the application deadline, which is December 1. The complete nomination packet consists of 4 parts, which are outlined below.

◆ Introductory section, which contains the following information:

Nominated teacher's full name; complete contact information for both home and school, including address, telephone, e-mail address, fax number (if any).

School information, including address, telephone, and name & title of administrator.

Name, title and address of the person who nominated the teacher.

Note: in addition to the nomination letter, the packet should contain 2 or 3 letters of support from administrators, colleagues or others who have professional acquaintance with the applicant.

◆ Current copy of educational and professional résumé.

This section should include a descriptive documentation of specific activities related to membership in AATSP and other associations of foreign language teachers.

Note: criteria for selection include the following: AATSP membership in good standing for at least 5 consecutive years; current full-time employment as a Spanish and/or Portuguese teacher in a GA elementary, middle or secondary school, or an institution of higher learning (college or university), with a minimum of 3 full years of experience prior to the year of nomination for the award. Please indicate number of years as a member and include 6-digit AATSP ID number.

◆ A statement of 2 to 3 pages in length which presents the candidate's teaching philosophy and contains

◆ evidence of strong pedagogical skills. The narrative should reflect a keen sensitivity to students' needs and abilities as learners of a second language. Anecdotal references should give evidence of leadership roles in foreign language education within and beyond the community where employed. It should contain specific evidence of continuing professional growth and development in the following ways: study and/or travel in countries where the target language is the official language; active participation in professional meetings; foreign language workshops, retreats or institutes.

◆ Publicity information: please include on a separate sheet the names and addresses of any news agencies that should receive notice of the award in the event that the nominee is selected. By submitting this information, the winning candidate agrees to publication of information related to this award in press releases, organizational publications and on the AATSP website.

The Teacher of the Year/Professor of the Year awards will be announced at the AATSP Chapter meeting which is scheduled during the affiliates' segment of the annual FLAG Conference.

Please send three (3) printed copies of all nominating materials to:

AATSP-GA K-12 TOTY Committee
c/o Marcela Ruiz-Funes
Georgia Southern University
P O Box 8081
Statesboro, GA 30458

AATSP-GA POTY Committee
c/o Norma Garza
Habersham Central High School
2059 St. Hwy 197S
Mount Airy, GA 30563

Note: Nominees also have the option to submit online a single copy of the completely assembled nomination packet, via e-mail attachment to :

Marcela Ruiz-Funes at mruizfunes@georgiasouthern.edu

Norma Garza at ngarza@habersham.k12.ga.us

Postmark deadline for ALL nominating materials, including letters of recommendation: **December 1**