

- I. **PURPOSE:** The purpose of the Aspiring Educator Grant is to encourage prospective women educators in Texas.
- II. **GOAL:** To provide funds toward the completion of a bachelor's degree in education and/or Texas teacher certification for women sponsored by TSO members (see IV. D. below.)
- III. **AMOUNT:** The amount available per applicant will be \$500 for a 3-hour award and no more than \$1,000 for a 6-hour award toward a bachelor's degree in education. The amount available for alternative teacher certification will be a one-time award not to exceed \$500.
- IV. **GENERAL INFORMATION/ELIGIBILITY:**
  - A. Individuals with a degree in education and certified educators are not eligible to apply.
  - B. An individual with a degree in a field other than education who wishes to become a certified teacher is eligible to apply and use the funds toward alternative teacher certification. The applicant must provide proof of acceptance to an alternative teacher certification program with the application.
  - C. Members of *The Delta Kappa Gamma Society International (DKG)* are not eligible to apply.
  - D. The applicant must be recommended for the grant by a Texas member (i.e., a member of the Texas State Organization) of DKG.
  - E. Applications are available from [www.astef.org](http://www.astef.org).
  - F. The applicant is responsible for submitting all required information as specified below.
  - G. The ASTEF Programs Committee cannot assume responsibility for collecting data for any application.
  - H. Incomplete or late postmarked applications will not be considered.
  - I. Faxed applications will not be accepted.
- V. **APPLICATION PROCEDURE:**
  - A. Electronic submission of the application is preferred. However, timely submissions by mail will be accepted. If submitting electronically, download the blank application to your computer and save it, including your name (i.e., the applicant's name) in the saved name. Then complete it, and save it again after completing. Attach the saved document to the email.
  - B. The application form must be completed in its entirety. If handwritten, each word must be legible.
  - C. The application form must be accompanied by:
    1. Two (2) letters of recommendation:
      - a. One letter must be from the member sponsoring the applicant. The sponsoring member must be a current active member of *The Delta Kappa Gamma Society International* in Texas (i.e., a member of the Texas State Organization). The letter must address the character, personality, ability and scholarship of the applicant.
      - b. The second letter of support must be from an employer, a supervisor, or school personnel.
    2. Complete transcripts of high school and all colleges/universities previously attended. **(Unofficial copies are acceptable)**
  - D. The completed application, the two letters of recommendation, the transcript(s), and the degree/certification plan, if available, must be submitted together either online or by U.S.

Postal Service. If applying for funds toward an alternative teacher certification program, proof of acceptance into the program must also be submitted with the application.

- E. The application materials must be postmarked (electronic or postal service) **no later than March 1** of the year in which the application is made.

### VI. INFORMATION ON DISTRIBUTION AND DOCUMENTATION:

- A. Grants will be paid after July 1, 2018.
- B. Grants will be paid after recipient provides proof of registration to TSO Headquarters for either three (3) or six (6) credit hours of undergraduate work toward a bachelor's degree in education and/or Texas teacher certificate. Proof of registration must indicate number of credit hours. Grants for alternative teacher certification will be paid after recipient provides proof of enrollment in the alternative teacher certification program.
- C. The grant time period is one year, from June 1, 2018, through May 31, 2019. No recipient will receive a grant unless enrollment is for the time period for which the grant is awarded.
- D. Individuals applying for grants for the 3 or 6 hours of undergraduate work are eligible to receive grants for a period of no more than four years total. A new application must be submitted each year, and there are no guarantees of continued funding.
- E. Individuals applying for a grant for alternative teacher certification are eligible for a one-time award only and are not eligible to apply for a subsequent grant.
- F. Funding will depend on the number of eligible applicants, funds available, and the quality of each application as determined by the ASTEF Programs Committee. The decision of the Committee is final.

### CHECK LIST: Did you remember to:

- \_\_\_\_\_ 1) complete all parts of the application?
- \_\_\_\_\_ 2) provide a letter of recommendation from the Texas member of *The Delta Kappa Gamma Society International* who is sponsoring you?
- \_\_\_\_\_ 3) provide a letter of recommendation from an employer, a supervisor, or other school personnel?
- \_\_\_\_\_ 4) provide transcripts?
- \_\_\_\_\_ 5) include degree/certification plan, if available?
- \_\_\_\_\_ 6) include proof of acceptance in an alternative teacher certification program, if applicable?
- \_\_\_\_\_ 7) submit all required information at the same time, either electronically or by mail?

**APPLICATION AND ALL REQUIRED INFORMATION MUST BE SUBMITTED IN ONE PACKAGE  
AND MUST BE POSTMARKED OR SUBMITTED ELECTRONICALLY  
NO LATER THAN MARCH 1, 2018**

Questions should be directed to [aspiringedu@astef.org](mailto:aspiringedu@astef.org)

