

- I. **PURPOSE:** The purpose of the Aspiring Educator Grant is to encourage prospective women educators in Texas.
- II. **GOAL:** The goal of the Aspiring Educator Grant is to provide funds toward the completion of a **degree and Texas teacher certification** for women in Texas. It may also provide funds for **Alternative Teacher Certification** for women who already have a degree and desire to become a teacher.
- 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 degree and Texas teaching certificate. The amount available for alternative teacher certification will be a one-time award not to exceed \$500.
- IV. **GENERAL INFORMATION/ELIGIBILITY:**
 - A. The following individuals are eligible to apply for the Aspiring Educator Grant:
 - i. a **collegiate member** of *The Texas State Organization of the Delta Kappa Gamma Society International* (DKG); or
 - ii. a woman seeking an undergraduate degree and Texas teacher certification; or
 - iii. a woman who is degreed in a field other than education and who is seeking Texas teacher **certification through an alternative certification program**. The applicant must provide proof of acceptance to an alternative teacher certification program with the application.
 - B. The following individuals are NOT eligible to apply:
 - i. Individuals with a degree in education and certified educators.
 - ii. A woman who has served as a professional educator, including a paid graduate teaching assistant.
 - iii. An active, honorary, or reserve DKG member.
 - C. The applicant must be recommended for the grant by a member of the Texas State Organization of DKG. Collegiate members must also be recommended by a member of the Texas State Organization of DKG.
 - D. Applications are available at <https://www.astef.org/forms.html> .
 - E. The applicant is responsible for submitting all required information as specified below.
 - F. The ASTEF Programs Committee cannot assume responsibility for collecting data for any application.
 - G. Incomplete or late postmarked applications will not be considered.
 - H. 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 to your computer again after completing. Attach the completed, saved application to the email along with the required attachments as stated below.
 - 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 Texas State Organization of *The*

- Delta Kappa Gamma Society International*. The letter must address the character, personality, ability, suitability for teaching, 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 all colleges/universities previously attended. (**Unofficial copies are acceptable**)
 - D. The completed application must be proofread by the sponsoring DKG member prior to submission.
 - E. The completed application, the two letters of recommendation, all 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.
 - F. 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, 2023, in the form of a check made payable to the recipient.
- B. Grants will be paid after recipient provides a receipt for full or partial payment for registration to the ASTEF Vice-President for Programs for either three (3) or six (6) credit hours of work toward a degree and Texas teacher certificate. Proof of registration must indicate number of credit hours. Grants for alternative teacher certification will be paid after recipient provides a receipt for full or partial payment for the alternative teacher certification program.
- C. The grant period is one year, from June 1, 2023, through May 31, 2024. 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) Have the sponsoring DKG member read over the entire application prior to submitting.
- _____ 5) provide a copy of **all university** transcripts?
- _____ 6) include degree/certification plan, if available?
- _____ 7) include proof of acceptance in an alternative teacher certification program, if applicable?
- _____ 8) 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 to: programs.astef@gmail.com
NO LATER THAN MARCH 1, 2023**

Questions should be directed to: programs.astef@gmail.com