ITEP Application: Required Documents

***Due March 31, 2017 to Sara Knepper by email sme@email.arizona.edu or fax (520) 621-1827***

In addition to the online application (which can be found at www.coe.arizona.edu/coe_app), ITEP applicants must submit the following required documents:

- Signed advising plan
- IVP Fingerprint clearance card
- Proof of tribal enrollment or descendancy
- 2 Recommendation forms
- 2 Essays (+ 1 optional essay)

SIGNED ADVISING PLAN
You should have received this document from Sara Knepper after submitting your unofficial transcripts. Please initial the bottom of pages 1 and 2 and type your name in the Advisor Notes area at the bottom of page 3 to “sign” it since you are not required to meet with Sara in-person to apply. Or, you could print, sign, and scan all three pages – whichever is your preference!

IVP FINGERPRINT CLEARANCE CARD
Submit a scan or photo of the front and the back. If you do not have an up-to-date card by Feb. 10, please email me the receipt that you have applied for the card.

PROOF OF TRIBAL ENROLLMENT OR DESCENDANCY
ITEP funding is available only to students who are a member of a federally- or state-recognized tribe or band, or are a descendant of a parent or grandparent who is. Please provide proof of tribal enrollment or descendancy.

2 RECOMMENDATION FORMS
You need two recommendations documenting your experience in schools with children (a minimum of 60 hours with grades 1-8 are required) (forms attached).

If you do not have experience with children in schools, please complete the Optional Essay prompt explaining why you do not have this. It is likely because you found out about the ITEP program very recently and were unable to set this experience up before Feb. 10, but you should have a plan in place to complete the hours this spring semester.

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ESSAYS

Required Essay #1
Describe your experience working with children and/or youth in educational settings that serve young people and why you want to work in your chosen profession. This should be a 500-750 word essay that outlines some of the work you have done with children, including activities you have participated in or directed, and summarizes your overall experiences and motivations for your intended profession (teaching, interpreting, etc.) and the population you wish to work with (the Deaf and Hard of Hearing, elementary-age or younger children, or children with special needs).  *ITEP candidates may focus on teaching 1-8 Native students*

Required Essay #2
You are required to write an additional essay to be considered for the ITEP program. Please select one question to answer in 300-500 words:

1. What does it mean to be an ideal teacher of Native American students?
2. How do the roles of teachers and education contribute to Native American community efforts (i.e. sovereignty)?
3. What motivated you to become a teacher of Native American students?

Optional Essay
If your grade point average is below the preferred 3.00 and/or you are missing any application requirements, please prepare an essay addressing the circumstances that have affected your GPA/ability to complete all application requirements by the deadline.