

University of North Carolina At Chapel Hill



UNC
TEACHING FELLOWS

Teaching Fellows Handbook 2009-2010

This handbook is also available online at:
<http://soe.unc.edu/tf/handbook.pdf>



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Dear CAROLINA TEACHING FELLOW:

Congratulations and a warm welcome to the Carolina Teaching Fellows Program! We hope you are having a very pleasant summer and are looking forward to coming to Chapel Hill in August. You are commended on being selected as a North Carolina Teaching Fellow, but more specifically as a Carolina Teaching Fellow. We are excited about the Teaching Fellows program and about you joining our family. The staff of the Carolina Teaching Fellows program is here to hear you, help you and work with you on making sure your needs are met and that your time here at UNC-Chapel Hill is one that is enjoyable, productive and successful.

The First Year students will meet for the first time of the semester on Monday, August 24th, the day before classes begin. This meeting will occur in room 311 Peabody Hall from 9:00am-11:00am. This is an event to get you oriented to the University as a Teaching Fellow. Here you will receive your Teaching Fellow handbook which has important information you will need over the next four years. This will also be a chance to get to know other Teaching Fellows in your cohort as well as older Teaching Fellows who can answer any questions you may have.

Until then, there are a few important things for you to be aware of. The first item that you need to be aware of is that all Teaching Fellows have to set aside every Tuesday 4:00-7:00 pm. This fall you are required to take EDUC 121 which meets on Tuesday from 4:00-5:50 p.m. You will also need to keep Tuesday mornings from 7:30-9:30 open in order to fulfill a tutoring requirement that is a part of your class grade. Class meetings occur once a month on a Tuesday at 6:00-7:00p.m and are also mandatory.

Also, please put Saturday, Sept. 12th on your calendar. Your class will be participating in a ropes course at Carolina Adventure Center from 9:00am – 1:00pm. This required activity is a very fun way to get to know each other!

The entire staff is always available to answer any questions you have and to help guide you throughout this year and beyond. Our doors are always open and we encourage you to get to know us and stay in touch with us on an informal basis.

Once again, best wishes for the rest of your summer and we will be in touch again soon!

P.S. As you register for classes, Please remember to reserve each Tuesday, 4:00 - 7:00 p.m. for Teaching Fellows Activities. Please, do NOT register for any classes at this time!

Sincerely,

Dr. Cheryl Horton
Director, Carolina Teaching Fellows Program
919-843-3612

Janice Gattis
Interim Program Manager
919-962-0743

Check out our website! <http://soe.unc.edu/tf/>

CAROLINA TEACHING FELLOWS STAFF

Dr. Cheryl Horton

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Dr. Cheryl Horton is the new full-time Director of the Carolina Teaching Fellows Program appointed April of 2006. Dr. Horton came to UNC-Chapel Hill after teaching at North Carolina Central University for four years. Her first appointment at UNC consisted of working as a Clinical Faculty member in the Elementary and Middle Grades Programs. She has a B.S. in Biology from North Carolina Agricultural and Technical State University, M.A. in Biology from UNC-Greensboro, and a Ph. D. in Science Education from North Carolina State University. She has taught science (Human Anatomy & Physiology, AP Biology, and Physical Science) in public high schools in Vance and Guilford Counties. Her connection remains with high school students by participating as a faculty member in the Summer Ventures in Science and Mathematics program. She has served on many science education committees. During her career she has presented in international, national, and state science conferences. She has served as the North Carolina State Science Fair Judging and Special Awards Coordinator. She also worked over six years in science research labs before entering the education arena.

Purpose of Carolina Teaching Fellows

The Teaching Fellows Program at the University of North Carolina Chapel Hill recruits creative and accomplished students to teaching. Supported by a full time scholarship provided by the North Carolina Legislature, the Teaching Fellows at UNC-Chapel Hill participate in four years of work with youth in schools.

The goal of our program is to broaden student perspectives by engaging them in experiences that prepare and inspire preservice teachers; hold seminars around contemporary issues in education; provide opportunities to tutor and help in local public schools; and work with community organizations

CAROLINA TEACHING FELLOWS CONGRESS

The purpose of the Carolina Teaching Fellows Congress is to provide a forum through which students can be directly involved in the leadership and ongoing development of the Teaching Fellows Program at UNC-Chapel Hill. The Congress initiates, plans, and organizes social and educational activities, and provides important student feedback on the direction of the program. The Teaching Fellows Congress meets at least once a month and is made up of elected officers from the student body of Carolina Teaching Fellows as well as four delegates from each of the four classes. Other students wishing to participate are encouraged to attend congress meetings.

OVERVIEW OF OUR PROGRAM

The University of North Carolina at Chapel Hill has been part of the statewide Teaching Fellows program since 1989. As one of 18 participants in the program administered by the Public School Forum in Raleigh, we admit 45 new Teaching Fellows each year.

Our goal is to provide a program and create a supportive environment, which will engage, stimulate, and inspire prospective public school teachers in North Carolina. We hope to help instill a sense of mission, service, and professionalism in future teachers. We aim to build an understanding of education's place in a broader social and economic context. We also want to attract students who would not traditionally become teachers.

The Teaching Fellows Program provides a 4-year scholarship to attend UNC-CH (currently worth a total of \$26,000) to students who intend to teach any level from pre-school to high school in North Carolina public schools.

A Teaching Fellows commitment includes teaching one year in the North Carolina public schools for each year of scholarship money one has received. Typically, a Teaching Fellow will teach for 4 years to pay off his or her award. Teaching Fellows are also required to fully participate in certain activities sponsored either by the N. C. Teaching Fellows Program or the Chapel Hill program.

During the academic year 1998-99 the faculty and administration of the School of Education at the University of North Carolina devoted many meetings and discussions to the design of a new program for our Teaching Fellows. The Director of the Teaching Fellows Program at UNC-Chapel Hill has worked closely with the faculty and administration to shape the new program.

The first change was the development and implementation of a 4-year curriculum to replace the seminar structure. The current curriculum for the Teaching Fellows at the University of North Carolina at Chapel Hill is designed to assist prospective teachers and other school personnel develop broad perspectives on the contexts of schooling and on teaching as a profession in a period of redefinition.

In other words, the Teaching Fellows Program will provide a systematic four-year curriculum designed to meet the following goals:

- 1) Provide Teaching Fellows with a set of experiences that will help them explore the *interrelationships* among children, families, schools and communities.
- 2) Introduce Teaching Fellows to teaching as a profession that extends *outside* of the classroom and the school into these communities.
- 3) Assist Teaching Fellows in exploring *teaching at a variety of levels* so that they can make informed career choices.
- 4) Help Teaching Fellows gain an understanding of *education as a career*, and hopefully confirm them in their career choice.
- 5) Help Teaching Fellows understand *what is at stake in the current debate* about teachers and teaching.
- 6) Help provide Teaching Fellows with a deeper and broader understanding of issues involved in learning and teaching; to provoke *reevaluation of Teaching Fellows' preconceptions* about the realities of learning and teaching in millennial North Carolina.
- 7) Prepare Teaching Fellows to assume effective *leadership throughout their careers* in the schools of North Carolina, especially through their understanding of the ways in which children,

families, schools, and communities all work together to support the education of children and young adults.

Components & Sequence:

1. Freshman Year

Fall: *Introduction to Education/Tutoring in Schools I (2 credits)*

Spring: *Tutoring in Schools II (1 credit)*

2. Sophomore Year

Fall: *Tutoring in Schools III (1 credit)*

Spring: *Tutoring in Schools IV/Technology, Assessment and Portfolio (1 credit)*

3. Junior Year

Fall/Spring: *Community Organization for Children: Working and Networking in the Community (1 credit)*

Fall/MAT students- *Education Workshop: Service Learning for Educators (3 credits)*

4. Senior Year

Fall/ MAT students: *History and Culture of the High School (3 credits)*

PROGRAM POLICY

ACADEMIC REQUIREMENTS

At all times during each of the Fellow's four academic years of undergraduate study, the Fellow must:

- A. Remain enrolled as a full-time student as defined by UNC-Chapel Hill guidelines.
- B. Maintain satisfactory progress toward graduation as defined by UNC-CH
 - At the end of the Freshman year (2 semesters), the Fellow must have earned **24 hrs**
 - At the end of the Sophomore year (4 semesters), the Fellow must have earned **51 hrs**
 - At the end of the Junior year (6 semesters), the Fellows must have earned **78 hrs**
 - The Fellow must accumulate **120 hours** for graduation and meet all the requirements of his or her major.
- C. Pursue continuously, as a full-time student, studies that will qualify the Fellow to teach in North Carolina's public schools.
- D. Maintain a minimum **2.0 GPA** at the end of **first semester**, **2.25 GPA** at the end of the **freshman** year and a cumulative minimum **2.5 GPA** at the end of the **sophomore** year and each semester thereafter.
- E. Participate in on-campus activities designed especially for Fellows. Continued lack of full participation or unexcused absences by a student is grounds for dismissal from the Teaching Fellows program.
- F. Participate in special summer programs or internships and other activities as directed by the Commission and Campus Director. Participation is mandatory, however participation can be delayed by completing a special request form.

If you are granted permission to miss one of these activities be mindful that you will have to make it up during the next summer.

- The promissory note states "Failure to pursue a full-time program in teacher education or course work leading to SDPI certification...and failure to maintain satisfactory progress toward graduation as defined by the institution are considered events of default and shall preclude further participation by the Fellow in the NC Teaching Fellows Program."
- Students majoring in pre-K, Elementary or Middle School education will gain licensure when they graduate (assuming they have fulfilled standard School of Education requirements).
- Students pursuing the above majors must apply for admission to the School of Education by January of their sophomore year.
- Students who aim to teach in secondary school or aim to teach music need to pursue their undergraduate major and then apply for admission to the Master of Arts in Teaching in their senior year. Biology, Physics, and Geology majors must complete licensure in 4 years and will not be able to attend an MAT program.

More specific details as to requirements during each undergraduate year are explained in Part 5: *Individual Class Information*.

SECONDARY MAJORS-MASTER OF ARTS IN TEACHING

All Secondary Education majors, and Music teachers, (NO FOREIGN LANGUAGE) are required to earn a 5th year Master of Arts in Teaching (M.A.T.) to receive licensure from UNC-Chapel Hill. **This fifth year is not paid for by your Teaching Fellows scholarship.** The M.A.T. is a twelve-month program starting in the second semester of summer school and ending in the first semester of summer school of the following year.

Program Description: The UNC-CH Master of Arts in Teaching is a full-time, school-based, student-centered program. It relies on partnerships between public schools and the university and uses the realities of the classroom as the motivation for students to connect theory and practice. Besides internships in the schools (which includes student teaching in the Spring semester), the program consists of three strands:

1. Teaching and Methods: focusing on the structure of disciplines, tools of inquiry, and methodologies concerned with instructional strategies, planning and assessment in varied learning experiences and communities
2. Learner and Learning: helping teachers design and implement learning experiences for students based on subject matter knowledge, the nature of the learning process and the nature of learners
3. Contexts: focus on teacher/student/community relationships in schools and classrooms; students will prepare case studies of these relationships, analyzing them from cultural, historical and pedagogical perspectives and developing strategies to address these issues in practice

Teaching Fellows must have a cumulative **GPA of 3.0** and score in the top 50% on each section of the GRE to be eligible for the Fifth-year M.A.T. program. **However, attainment of these standards does not guarantee admission.**

The MAT for Advanced Competencies has been approved by the state. That means that it is approved as a full-scale Masters degree, along with the 10% pay boost that goes along with the MAT.

SPECIAL STUDENT REQUESTS
(Approval granted by the Teaching Fellows Commission)

Special Request forms are used to keep the Commission updated about individual students at the University of North Carolina at Chapel Hill. The forms are used to seek permission and/or inform them of special circumstances that keep students from being in compliance with Teaching Fellows scholarship guidelines. Please review and become familiar with the following “situations” that require communication with the Teaching Fellows commission.

Student special requests are filed for the following reasons:

1. **Low GPA** – If your GPA is below the required level, you will either be on **academic leave** or **academic probation**. During this time you will be without funds until your GPA is raised to meet the requirements of the Teaching Fellows Program. **However, you are still required to actively participate in all Teaching Fellows activities, including classes.**
2. **Personal Leave** – You are not enrolled in school due to medical reasons or family concerns. When requesting personal leave, be specific in your letter of request. If you are requesting leave due to medical reasons, you must submit documentation from your physician.
3. **Study Abroad** – You will be studying abroad in a program that has been approved by UNC-CH. Some programs have made arrangements with UNC for course transfer credits. If your program is approved by UNC, you are eligible for funds. If your program is not approved by UNC, funds will not be available.
4. Any other circumstance that puts you in a special situation related to Teaching Fellows requirements, such as permission to take an under-load, graduation without licensure (due to 5th year M.A.T. program), etc.
5. As a rising Junior in the Birth to K program, Elementary Education, or Middle Grades Education must also have been admitted into Teacher Education. If you are NOT admitted into Teacher Education due to a low GPA you are responsible for writing a letter to the Commission. In this letter you will need to inform them of your situation and ask that you have special permission to remain in the program while you are working toward admittance via summer school or by having to apply again the following year.

Please submit your letter of request as soon as you think you may be in one of the situations described below. The Commission must receive any request before the semester of probation/leave begins. Please bring your letter to the Teaching Fellows office and we will forward your request to the Commission along with Dr. Horton’s recommendation, using the pink Student Special Request Form. **Student requests are only reviewed three times a year, so it is imperative that you submit them as soon as possible.** You will have a much better chance of getting your request approved if it is submitted early. Please see Appendix A for a sample request letter and Appendix B for a Student Special Request Form.

If after a semester without scholarship/loan funds, you have attained the required GPA and/or appropriate credit hours, your funds will automatically be reinstated.

COURSES & FIELD PLACEMENTS

Each year all Teaching Fellows except seniors will take a one-credit seminar organized around field placements at schools or in the community. The only exception to this will be those Teaching Fellows during senior year who are majoring in Birth to K, Elementary and Middle Grades education; they will be hard at work student teaching. Seniors who are on the MAT track take a three-hour course that focuses on the culture of the high school.

TEACHING FELLOW COURSES

CLASS	SEMESTER	COURSE	DAY/TIME
1 st YEAR STUDENTS	Fall	EDUC 121 Section 001	Tues. 4:00-5:50
	Spring	EDUC 122 Section 001	Tues. 4:00-5:50
SOPHOMORES	Fall	EDUC 221 Section 001	Tues. 4:00-5:50
	Spring	EDUC 222 Section 001	Tues. 4:00-5:50
JUNIORS (SOE)	Fall	EDUC 421 Section 001 or 002	Tues. 6:00-6:50
JUNIORS (MAT)	Fall	EDUC 601 Section 001	Tues. 4:00-5:50
JUNIORS (SOE)	Spring	EDUC 422 Section 001 or 002	Tues. 6:00-6:50
SENIORS (MAT)	Fall	EDUC 521 Section 001	Tues. 3:30-5:20
SENIORS (NON-MAT)	Fall/Spring	NO CLASS-But you will be required to attend several seminars related to Education as well as fully participate in other TF activities	

Remember to leave Tuesdays from 6-7 PM free for Cohort meetings.

Class Structure

Teaching Fellows must attend all scheduled classes. Make-ups can be arranged with the pre-approval of your class advisor. **If you must miss a class, please call or email your instructor in advance.** Students who do not fulfill the requirements of Teaching Fellow classes will receive an incomplete. These students will have six weeks after the next semester begins to make up an incomplete before it is converted to an F. Incompletes lower the overall GPA until they are made up; incompletes are computed like an F until they are changed officially. Your advisor will complete the appropriate paperwork once the incomplete has been satisfied.

Class Meetings

Teaching Fellows are required to attend all class meetings. These meetings will be held periodically during the semester. If you find that you will not be able to attend a meeting, please contact your class advisor as soon as possible.

Other Field Experiences

In addition to service in the public schools and in various community organizations, you, as Teaching Fellows, are encouraged to become leaders in professional organizations such as SNCAE, NC-AEYC and in Honorary Societies such as Kappa Delta Pi and Phi Beta Kappa.

OTHER RESPONSIBILITIES-ALL FELLOWS

1. Fellows must sign a Certificate of Receipt of Scholarship Funds for each semester. If the Fellow fails to sign and return the Certificate of Receipt for the current semester, his/her scholarship funds will be held for the succeeding semester(s) until the current Certificate of Receipt is signed and returned.
2. Fellows must maintain a current address and name on file with the Forum in Raleigh and with the campus Teaching Fellows office. **All address changes must be immediately reported to the campus Teaching Fellows office.**
3. Fellows must participate in all summer enrichment activities sponsored by the North Carolina Teaching Fellows Program (See your individual class requirements).
4. All First Year Teaching Fellows are required to reside on campus during the freshman year.

INDIVIDUAL CLASS INFORMATION

1ST YEAR STUDENTS

First Year Retreat (Initial Mtg.): When you arrive on campus August 24, 2009, all First Year Teaching Fellows will meet for a morning “retreat” in Chapel Hill. The retreat will give you an opportunity to get to know the 45 Fellows in your class and the Teaching Fellows staff. It should also help you feel at home and involved right from the beginning. Retreat attendance is required.

****Tutoring Information****

First year students are required to tutor at a school on Tuesdays from 7:30a.m.-9:30am Students need to leave room in their schedule. Transportation will be provided

First Year Parent Barbeque: The First Year Parent Barbeque will be held on Friday, November 6th. This event is always held during Homecoming weekend so please be mindful of that if your parents plan to stay that weekend. Hotel rooms are limited. First Year Fellows will decide on the entertainment for the dinner.

Academic Advising: All first year students should be assigned to an advisor in the College of Arts & Sciences for academic advising.

Discovery: After the freshman year, students participate in a program entitled **Discovery** that introduces students to schools and the teaching profession. In this way, students are able to learn about the diversity of educational opportunities, and how business and industry as well as the local economy affect education. This seven-day bus trip following the freshman year offers a firsthand look at the state from an economic, educational and cultural point of view. The Fellows travel to sites around the state including industry, farms, high-tech businesses, corporations, schools and the arts. The Teaching Fellows see the various effects this rich diversity has on our schools. **Information about and sign ups for Discovery will go on line by the middle of April 2010. Discovery will be held from May 16-21, 2010.**

Semester Interviews: One very important requirement for being a Carolina Teaching Fellow is that you will meet with your advisor, Janice Gattis, once each semester. This is a one on one discussion concerning grades, personal issues or concerns, and/or whatever else needs to be addressed in order to make your career here at UNC-CH a successful one.

Special First Year Events: There are 45 First Year Carolina Teaching Fellows here at UNC-CH. You are expected to become involved in ALL activities that will allow you to get to know your cohort members. Activities will be determined by the First Year students in order to accommodate the various interests amongst the group.

SOPHOMORES

Praxis: Sophomores who wish to be admitted to one of the four-year programs in Teacher Education must review the admission requirements. SAT scores are now used in the admission process as well as Praxis I scores. SAT scores or Praxis I scores are included in the application to the School of Education. This application is due in January of the Sophomore year. Students must take the Praxis I by October (if required for admission) of their Sophomore year for their scores to be available in January. Information booklets and registration forms can be picked up in Room 103 Peabody or located on the School of Education website.

Sophomores who wish to be admitted to the fifth year MAT program at UNC-CH, are NOT at this time required to take PRAXIS I as part of the admissions requirements.

Admission to the School of Education: In January of their second year, students must apply to the School of Education if they want to be in the Birth to K, Elementary, or Middle Grades program. Students wishing to apply to the MAT program will apply to the School of Education during their senior year; however, students may wish to consider applying for early admission on a conditional basis. If you have questions about the benefits of early admission, please discuss this with your academic advisor. Applications are found on the School of Education website <http://soe.unc.edu/services/apply/ug/> and for more information the Student Services offices are located in Room 103 Peabody, and should be taken seriously. The School of Education expects to see professionalism displayed in your application packet. Having the honor of being a Teaching Fellow does NOT automatically ensure your acceptance into the School of Education, nor does achievement of the required minimum GPA. Your class advisors will be available to help you with the application process.

Under Commission policy, when you have received four (4) semesters of funds, you should be classified as a rising junior by UNC-Chapel Hill, have a 2.5 cumulative GPA, and be admitted into Teacher Education, unless you are in secondary education. If you are NOT in Teacher Education as a rising junior, you are in violation of the policy and subject to removal from the program or placed on probation without funds. You must contact the Teaching Fellows office (843-3612) to arrange for a Special Student Request with the Teaching Fellows Commission for exemption from the Teacher Education requirement for that semester. You will also be required to write a letter of explanation, which should give clear rationale as to why you are not in Teacher Education and what your specific plans are to get back on track. Such a request should be made to the Commission as soon as you are aware that you will not be in Teacher Education.

Junior Enrichment: Junior Enrichment is a program designed for rising juniors and is actually completed during the spring or summer of the sophomore year. Each Fellow chooses from a list of over 25 options including such things as a seven-day Outward Bound Course, a student musical production, a week with North Carolina authors, environmental education, computer and/or biotechnology workshops, and numerous opportunities for travel abroad, including credit for study. The UNC-Chapel Hill Teaching Fellow program sponsors a five-day trip to New York City over spring break. **Information about and sign ups for Junior Enrichment will go on line in November 2009.**

Junior Conference: Rising juniors are required to attend summer conferences that focus on cutting edge educational issues and professional skills. Outstanding teachers identified by the North Carolina Center for the Advancement of Teaching (NCCAT) and Teaching Fellows graduates serve as facilitators working with small groups of Fellows discussing concerns related to the real world of teaching. Junior Conference will take place in July 2010. Information about this conference and sign ups will go on line in April 2010. The site for the Junior Conference is: <http://www.teachingfellows.org/enrichment/jconf/>

JUNIORS

GRE: For secondary majors, you will need to take the Graduate Record Exam (GRE) in order to be eligible for admission to the fifth year MAT program at UNC. The School of Education suggests that you plan to take the GRE exam the summer after your junior year or at the beginning of your senior year. We have partnered with the UNC Learning Center, which offers a GRE Prep course, and they have agreed to offer this class at a reduced rate for Carolina Teaching Fellows. Make sure you tell the Learning Center you are a Teaching Fellow to receive the discount.

Senior Orientation: Senior Orientation is a requirement of all Teaching Fellows and is actually completed during the spring or summer of the junior year. Senior Orientation is designed for rising seniors and requires each Teaching Fellow to spend approximately one week in a school system. The experience is designed to give you a first-hand look at the total school community. You will spend a portion of your time in a central office with the Superintendent and other management staff, and you may spend a portion of your time in various schools in the district and/or in other community venues. You will be granted a front row view of the operations of a total school system and the support system that is in place for teachers like yourself. In short, you will better understand why things happen as they do. **Information about Senior Orientation goes on line end of October 2009. To sign up for Senior Orientation you will need to send a cover letter and resume to the school system of your choice by January, 2010.**

Another opportunity afforded the junior class of Teaching Fellows is a paid summer internship as teaching assistants in some school systems. The Forum strongly encourages you to take advantage of this opportunity. Information about this opportunity will be included with the Senior Orientation information on line. Applications will be due to school systems around the first of March.

Senior Conference: Rising seniors are required to attend summer conferences (for rising seniors) that focus on cutting edge educational issues and professional skills. Outstanding teachers identified by the North Carolina Center for the Advancement of Teaching (NCCAT) and Teaching Fellows graduates serve as facilitators working with small groups of Fellows discussing concerns related to the real world of teaching. **Senior Conference will be held in July 2010.** Information about and sign ups for these conferences will go on line on April 2008. The website for Senior Conference is: <http://www.teachingfellows.org/enrichment/seniorconf/>

SENIORS

Licensure: All Seniors (except those in secondary education or in special fields) must be on track for student teaching during the senior year and graduation with licensure to teach. Under the advice of the Attorney General's office, the Commission has revoked the scholarships of several seniors who graduated without licensure to teach. The entire loan plus added interest is due and payable at that time. **The DPI or the Commission does not consider lateral entry valid.** Teaching Fellows should not plan to use it as an alternative to teacher preparation and licensure. If you find that you must alter your plans for any reason, and cannot meet the requirements to graduate with licensure to teach, you must speak with the Program Coordinator, in the Carolina Teaching Fellows office, and file the appropriate Student Special Request with the Teaching Fellows Commission. Licensure information can be found on the School of Education website: http://soe.unc.edu/services/student_affairs/licensure/

Seniors completing four-year Teacher Education programs (except Birth to K) need to make sure that they have taken Praxis II by March, 2010. Information and application forms are on the School of Education website: http://soe.unc.edu/services/student_affairs/licensure/undergrad_praxis.php

If you are a secondary education student, you must also apply to the Graduate School in your senior year in order to be accepted into the MAT program for your fifth year at Carolina. The minimum requirements for this graduate program include a GPA of 3.0 for the Junior and Senior years as well as a competitive score on the GRE. However, these scores by no means guarantee admission. Students in the MAT program must take Praxis II at the conclusion of their Masters

study to be earning licensure to teach in North Carolina.

Requirements for Phi Beta Kappa: Undergraduate students enrolled in the College of Arts and Sciences who have completed at least 105 semester academic course hours, including at least 45 semester hours of graded course work taken at UNC-CH, and including at least 90 semester hours of course work in the departments and curricula of the College of Arts and Sciences (or their equivalents accepted for transfer credit from other institutions) with a quality point average of at least 3.650 are eligible for election. Physical activity course hours and grades shall not be included. Grades and hours received on courses taken after the candidate has received his or her degree also shall not be counted.

Students must apply by submitting a request for consideration with name, address, phone number and social security number to Phi Beta Kappa, 556 Hamilton Hall, CB #3195. Students must also request that the Records Office in 105 Hanes Hall send an unofficial copy of your transcript (see Melissa Hobgood) to Phi Beta Kappa, Attn.: Mary Woodall, 556 Hamilton Hall, CB #3195. Students must also provide any transcripts for all college work taken elsewhere. Applications for fall initiation must be submitted no later than **September 2009**.

Senior Class Dinner: The Senior Class Dinner will be held in **March 2010** or the Saturday before Graduation. The exact time is to be announced. This is a great time to celebrate your success as a Carolina Teaching Fellow and say good-bye to Teaching Fellows friends and staff.

SUMMER ENRICHMENT PROGRAMS

Summer experiences are designed by the Teaching Fellows Commission to enhance the campus program and give Fellows insight into the challenges facing them when they enter the public schools of North Carolina. A main goal of the summer programs is to provide a setting that fosters a sense of esprit de corps and encourages the networking and support systems needed for successful induction into the classroom. These programs include seminars, cultural events, faculty mentor programs, local school visitations and study-abroad programs. A strong emphasis is placed on leadership development skills and activities that will give the Teaching Fellows a broad range of experiences beyond the required course work.

Participation in the summer experiences designed for your class is a requirement to which you agreed when you accepted the scholarship and signed the promissory note. The commission grants exemptions outright only when a Fellow is in GPA and/or semester credit hour trouble and in danger of losing the scholarship. If you think that you will not have enough academic hours to proceed to the next class or your average is below the 2.25 minimum for freshmen and 2.5 for all other students, you may need to attend summer school. Attending summer school **DOES NOT** exempt you from participating in summer programs. The only exemption from summer activities is that you have not met the required GPA. You must contact the Forum as soon as you realize this situation exists and request an extension from this activity. You will need to submit the green Summer Enrichment Form (available in Teaching Fellows' office). A sample is provided for you in Appendix C. All other exemptions are granted on a case-by-case basis and only if there is an extreme emergency or unique situation. All requests for exemption from any summer experience must be recommended by the Campus Director and filed pursuant to the rules and deadlines of the Teaching Fellows Commission.

If you are considering working in the summer, you need to be mindful of the dates of your required summer experience. All dates are listed on the annual Teaching Fellows Calendar published at the beginning of the academic year. Be careful that you are not taking jobs or

signing contracts for jobs that conflict with the dates of your experience. You have already signed a contract to participate in the Fellows experiences and are expected to honor that contract. You should check with the Commission staff before signing any contract to be sure it would be recommended for approval.

The Commission believes that you will find each of the experiences exciting and challenging. Please note that if you do not attend the experience and have not received approval from the commission for exemption, you will be in violation of Section 14.(g) Fellows' Responsibility. No funds will be released to you for the Fall Semester and you will be in jeopardy of losing your scholarship.

****Specific Summer Enrichment activities are specified in Individual Class Information Section.*

UNC-CHAPEL HILL STUDY ABROAD OPPORTUNITIES

Carolina Teaching Fellows are encouraged to take advantage of the many travel and study-abroad opportunities available through UNC-Chapel Hill. In the past, Fellows have studied in Australia, France, Germany, Great Britain, Ireland, Mexico, Russia, South Africa, Tanzania, Ecuador, Peru, Costa Rica, Cuba and Spain. The UNC Study Abroad Office offers more than 50 semester and yearlong programs in over 25 countries around the world. Teaching Fellows scholarship funds can be used towards approved study abroad experiences.

The Carolina Teaching Fellows program occasionally sponsors its own domestic and international travel experiences for UNC-CH Fellows. Past highlights include a two-week enrichment trip to Moscow and St. Petersburg in the winter of 1995, a remote rainforest expedition to Cost Rica in July of 1996, and an eight-day trip to London and Paris in March of 1998. Other Teaching Fellows travel opportunities are being considered at this time.

Please feel free to seek out other Teaching Fellows who have studied abroad to get a more in depth look at what it is really like.

CAROLINA TEACHING FELLOWS MONEY MATTERS

WHEN does the money arrive?

Checks are normally issued from the Public School Forum in Raleigh soon after the first week of classes. Usually, the checks are available for students by the second week of classes, but it has occasionally been a bit later than that. It is important for you to bring enough money to carry you through registration, book purchasing, and spending money until you receive your Teaching Fellows check.

WHERE do we get it?

Checks are issued from the University Cashier's Office in SASB North (Suite 2215). You must bring proof of registration and a photo ID with you in order to receive your check. The lines to pick up checks are very long during the beginning of the semester. You may want to save yourself some time and wait a day or two before picking up your check. It is a good idea to call the Cashier's Office first (962-1368) and confirm that the Teaching Fellows Scholarship funds have been processed.

DEDUCTIONS? The following expenses are automatically deducted from your check:

Summer trip expenses. The Public School Forum withholds a small amount each semester to cover expenses for the Discovery trip you will take with the Fellows next summer.

Tuition and Fees. The balance due will be deducted from your check. If you have made a deposit or advance payment, that amount will be credited to your university account and will not be deducted. As scholarship students, you are not required to pay tuition and fees in advance. Do not panic if you receive a bill for tuition and fees this summer that says "payable in advance"--this is a standard form and does not apply to you unless you choose to pay in advance. On the back of your bill, there should be a "Tuition and Fees Deferment Form". Any questions about this can be directed to the University Cashier, 962-1368.

University Housing Costs. Your balance due will be deducted; any deposits or advance payments will be credited to your account and will not be deducted.

1st year Teaching Fellows are NOT allowed to live in Sorority Housing!

EXPENSES AND MONEY MANAGEMENT

Books and supplies: These are NOT charged to your university account. You may pay by cash, check, or credit card (MasterCard or VISA). However, because you are on scholarship you can have your book payment deferred until your funds are available. Please speak with someone in Student Stores about this. You do not need to purchase books before the first day of classes; your professors will tell you what you need and where it is available. (919) 962-9721)

Money management. You receive a lump sum payment at the beginning of each semester and it's up to you to manage your own budget for the semester. Your scholarship funds should be enough to cover your basic expenses, but some students find that they need some additional "pocket money" for extras and unanticipated expenses. It's a good idea to think ahead and save some money this summer so that you won't have to worry about cash flow during the academic year.

