

INNER-CITY TEACHING CORPS

UNITE Program APPLICATION

Early Acceptance Dates:
October 1
December 1

Final Deadline:
February 1

Inner-City Teaching Corps
300 N. Elizabeth Street, Suite 300C
Chicago, IL 60607
(312) 491-9100
FAX (312) 491-9102
Email: unite@ictc-chicago.org
Online: www.ictc-chicago.org

APPLICATION FOR ADMISSION

Requirements:

- Bachelor's Degree (Education degree NOT required)
- A Minimum of a 3.0 G.P.A. (G.P.A.'s below 3.0 will be considered on a case by case basis)
- Aspiration to have an impact in urban education
- High level of energy and initiative
- Good communication and interpersonal skills
- Applicants must submit official test scores from the Illinois State Board of Education (ISBE) Basic Skills Test as part of the admissions process to be eligible for the program. Please include a copy of your confirmation letter from the ISBE stating when you will be taking the test with this application. Information on certification tests accompanies this application.

Instructions:

This application and all supporting materials must be typed and completed in full. Incomplete applications will not be considered. Please read the UNITE program materials carefully and completely before applying. Personal history/information, essays, resume and recommendations must be enclosed in a single envelope for submission.

For October and December applicants ALL materials must be RECEIVED by close of business on the date of the application deadline. Should an application deadline fall on a weekend day, application materials are due on the last business day prior to the application deadline date. Additionally, early consideration applicants must take the Illinois Basic Skills Test on a date **prior to** the application deadline date.

February application materials must be POSTMARKED NO LATER THAN the application deadline date in order to be considered for candidacy to the UNITE program. All final deadline applicants are expected to take the Illinois Basic Skills Test prior to the February 1st application deadline. **Incomplete applications, or applications dated after the application deadline date will not be considered for program admission.**

Application Must Include:

- Personal history/information
- Essay I (name and SSN on each page)
- Essay II (name and SSN on each page)
- Current Resume
- Three letters of recommendation:
 - (A) to be completed by current or former supervisor
 - (B) to be completed by a current or former co-worker
 - (C) to be completed by a personal referent (Select someone who has known you for an extended period of time and who is familiar with your decision to pursue UNITE.)

Each letter of recommendation must be enclosed in an envelope with the writer's signature across the seal.

- Official transcripts for all college and graduate coursework (sealed in envelope with registrar's signature or seal across the flap)
- Official test scores from the Illinois State Board of Education (ISBE) Basic Skills Test or a copy of your confirmation letter from the ISBE stating when you will be taking the test. <http://www.icts.nesinc.com>

In extreme cases in which a reference letter, transcript or test score cannot be obtained prior to the application deadline date, all available information should be sent by February 1, followed by the missing pieces. The parts of the application prepared by applicant (e.g., personal history and two essays) must be submitted on time. **Prior approval of the UNITE program director is necessary for an incomplete application to be considered for program admission**

ICTC will select applicants to be interviewed. Selected applicants will be notified of the time and date of interview.

ICTC requires criminal background checks for all candidates accepted for the program. Acceptance is contingent on the results of the check.

Misrepresentation or falsification of any part of this application or its supporting materials is grounds for refusal of admission to, or dismissal from, ICTC.

The Inner-City Teaching Corps does not discriminate on the basis of race, color, ethnicity, religion, gender, sexual orientation, national origin, disability, or age.

List any relevant educational experience, training, seminar, or travel:

11. Do you speak a foreign language? YES NO If yes, please specify. _____
Level of fluency: _____
Do you feel qualified to teach a foreign language? YES NO

12. Other information you think might be helpful:

13. If your answer to any of the following questions is yes, explain fully in the space below:

- Have you ever been suspended or required to withdraw from any school or college? YES NO
Have you ever been separated from any branch of the armed forces of the United States in other than honorable conditions? YES NO
Have you ever been convicted of a felony? YES NO
Have you ever been convicted of a sex or narcotics offense? YES NO
Have you ever had a teaching certificate revoked or suspended? YES NO
Are you in default on either child support payments or student loans? YES NO
Have you ever been the subject of a child abuse or neglect report by a state or federal agency? YES NO

If yes, please explain.

If you have a physical or emotional challenge that you wish to call to our attention, please so indicate with any accommodation you may require:

14. I hereby attest that the information provided by me in this application is true, accurate, and complete. I understand that falsifying or withholding information is grounds for denial of admission to ICTC or for dismissal after acceptance.

Signature

Date

INNER • CITY TEACHING CORPS

UNITE PROGRAM

300 N. Elizabeth Street, Suite 300C • Chicago, Illinois 60607

(312) 491-9100 • FAX (312) 491-9102

Email: unite@ictc-chicago.org • Online: www.ictc-chicago.org

ESSAY QUESTIONS

DIRECTIONS: Essays must be typed and may not exceed a maximum of two pages per essay in length.
Please include name and social security number on each page.

ESSAY I

Please explain your interest in moving into the field of education with the UNITE Program of the Inner-City Teaching Corps.

- Why do you want to be a teacher and how did you arrive at this decision?
- What skills/abilities will you be able to bring to the classroom and/or expect will influence your teaching?

ESSAY II

Prior to completing this essay please carefully read all of the UNITE information that you have received or read on the website. After considering what you have read, please articulate/explain the following:

- What are your goals and aspirations and how do they align with those of the UNITE Program?
- UNITE seeks individuals who are leaders and who will strive to be catalysts for change in urban schools. In what way(s) have you already served as a leader?

INNER • CITY TEACHING CORPS

UNITE PROGRAM

300 N. Elizabeth Street, Suite 300C • Chicago, Illinois 60607

(312) 491-9100 • FAX (312) 491-9102

Email: unite@ictc-chicago.org • Online: www.ictc-chicago.org

RECOMMENDATION A

(Professional: To be completed by a current or former supervisor)

Name of Applicant: _____

TO THE REFERENT: UNITE seeks women and men of uncompromising character, exceptional commitment, and proven leadership ability to energize classrooms in some of Chicago's most under-served neighborhoods. Bringing excellence to urban education requires the dedication of ambitious, goal-oriented individuals who are prepared to fully commit themselves to the mission of improving the lives of children through education. By recruiting, training and supporting mid-career and retired professionals, UNITE strives to use their invaluable experience and proven leadership abilities to create opportunities for students to achieve their full potential in life.

The applicant named above has chosen you to let us know more about her/him. What you say will be of great value in helping determine her/his capacity to teach in the inner city. Feel free to skip any questions you are not able to answer. Also, due to the possibility of lost mail, please keep a copy of this form and return the original to the applicant (*in an envelope with your signature across the seal*) as soon as possible. **Additional pages are accepted should you require more space.** Only original recommendations will be accepted. Thank you for your comments.

1. How long have you known the applicant? _____ years In what capacity?

2. Briefly describe the applicant's personality.

3. What qualities does the person possess which would make her/him an effective communicator? What qualities would make her/him a positive role model for children?

4. What are some strengths and limitations of this person? Would you see any possible areas of difficulty for this person as a teacher in the inner city?

5. To the best of your knowledge, has this person ever been charged with or accused of a crime involving moral turpitude? YES NO
If yes, please explain:

6. In your opinion, what is the applicant's potential to become a responsible and successful leader in an urban school setting?

7. Please rate the following qualities in the way that best describes the applicant:

	Poor	Below Average	Average	Good	Superior	No basis for judgment
Maturity						
Honesty						
Ability to work with peers						
Ability to take direction						
Ability to articulate thoughts and feelings						
Common Sense						
Ability to organize and prioritize						
Capacity for graduate level coursework						
Leadership ability						
Dependability						
Sense of humor						
Ability to work under pressure						

- Please do NOT make the information on this form available to the applicant.
- You have my permission to make the information on this form available to the applicant.

The applicant is:

- Highly Recommended
- Recommended
- Recommended with reservations
- Not recommended

Additional comments:

Signature

Email Address

Type or print name

Address

Date

City, State, Zip

Telephone Number

INNER • CITY TEACHING CORPS

UNITE PROGRAM

300 N. Elizabeth Street, Suite 300C • Chicago, Illinois 60607

(312) 491-9100 • FAX (312) 491-9102

Email: unite@ictc-chicago.org • Online: www.ictc-chicago.org

RECOMMENDATION B

(Professional: To be completed by a current or former co-worker)

Name of Applicant: _____

TO THE REFERENT: UNITE seeks women and men of uncompromising character, exceptional commitment, and proven leadership ability to energize classrooms in some of Chicago's most under-served neighborhoods. Bringing excellence to urban education requires the dedication of ambitious, goal-oriented individuals who are prepared to fully commit themselves to the mission of improving the lives of children through education. By recruiting, training and supporting mid-career and retired professionals, UNITE strives to use their invaluable experience and proven leadership abilities to create opportunities for students to achieve their full potential in life.

The applicant named above has chosen you to let us know more about her/him. What you say will be of great value in helping determine her/his capacity to teach in the inner city. Feel free to skip any questions you are not able to answer. Also, due to the possibility of lost mail, please keep a copy of this form and return the original to the applicant (***in an envelope with your signature across the seal***) as soon as possible. **Additional pages are accepted should you require more space.** Only original recommendations will be accepted. Thank you for your comments.

1. How long have you known the applicant? _____ years In what capacity?

2. Briefly describe the applicant's personality.

3. What qualities does the person possess which would make her/him an effective communicator? What qualities would make her/him a positive role model for children?

4. What are some strengths and limitations of this person? Would you see any possible areas of difficulty for this person as a teacher in the inner city?

5. To the best of your knowledge, has this person ever been charged with or accused of a crime involving moral turpitude? YES NO
If yes, please explain:

6. In your opinion, what is the applicant's potential to become a responsible and successful leader in an urban school setting?

7. Please rate the following qualities in the way that best describes the applicant:

	Poor	Below Average	Average	Good	Superior	No basis for judgment
Maturity						
Honesty						
Ability to work with peers						
Ability to take direction						
Ability to articulate thoughts and feelings						
Common Sense						
Ability to organize and prioritize						
Capacity for graduate level coursework						
Leadership ability						
Dependability						
Sense of humor						
Ability to work under pressure						

- Please do NOT make the information on this form available to the applicant.
- Please make the information on this form available to the applicant.

The applicant is:

- Highly Recommended
- Recommended
- Recommended with reservations
- Not recommended

Additional comments:

Signature

Email Address

Type or print name

Address

Date

City, State, Zip

Telephone Number

INNER • CITY TEACHING CORPS

UNITE PROGRAM

300 N. Elizabeth Street, Suite 300C • Chicago, Illinois 60607

(312) 491-9100 • FAX (312) 491-9102

Email: unite@ictc-chicago.org • Online: www.ictc-chicago.org

RECOMMENDATION C

(Personal: To be completed by a personal referent)

Name of Applicant: _____

TO THE REFERENT: UNITE seeks women and men of uncompromising character, exceptional commitment, and proven leadership ability to energize classrooms in some of Chicago's most under-served neighborhoods. Bringing excellence to urban education requires the dedication of ambitious, goal-oriented individuals who are prepared to fully commit themselves to the mission of improving the lives of children through education. By recruiting, training and supporting mid-career and retired professionals, UNITE strives to use their invaluable experience and proven leadership abilities to create opportunities for students to achieve their full potential in life.

The applicant named above has chosen you to let us know more about her/him. What you say will be of great value in helping determine her/his capacity to teach in the inner city. Feel free to skip any questions you are not able to answer. Also, due to the possibility of lost mail, please keep a copy of this form and return the original to the applicant (***in an envelope with your signature across the seal***) as soon as possible. **Additional pages are accepted should you require more space.** Only original recommendations will be accepted. Thank you for your comments.

1. How long have you known the applicant? _____ years In what capacity?

2. Briefly describe the applicant's personality.

3. What qualities does the person possess which would make her/him an effective communicator? What qualities would make her/him a positive role model for children?

4. What are some strengths and limitations of this person? Would you see any possible areas of difficulty for this person as a teacher in the inner city?

5. To the best of your knowledge, has this person ever been charged with or accused of a crime involving moral turpitude? YES NO If yes, please explain:

6. In your opinion, what is the applicant's potential to become a responsible and successful leader in an urban school setting?

7. Please rate the following qualities in the way that best describes the applicant:

	Poor	Below Average	Average	Good	Superior	No basis for judgment
Maturity						
Honesty						
Ability to work with peers						
Ability to take direction						
Ability to articulate thoughts and feelings						
Common Sense						
Ability to organize and prioritize						
Capacity for graduate level coursework						
Leadership ability						
Dependability						
Sense of humor						
Ability to work under pressure						

- Please do NOT make the information on this form available to the applicant.
- Please make the information on this form available to the applicant.

The applicant is:

- Highly Recommended
- Recommended
- Recommended with reservations
- Not recommended

Additional comments:

Signature

Email Address

Type or print name

Address

Date

City, State, Zip

Telephone Number

INNER • CITY TEACHING CORPS

UNITE PROGRAM

300 N. Elizabeth Street, Suite 300C • Chicago, Illinois 60607

(312) 491-9100 • FAX (312) 491-9102

Email: unite@ictc-chicago.org • Online: www.ictc-chicago.org

APPLICANT'S CHECKLIST

Please be sure that the following is received by application deadline and mailed to:

UNITE Program
Inner-City Teaching Corps
300 N. Elizabeth Street, Suite 300C
Chicago, Illinois 60607

Please check which deadline you are submitting the application for:

- October 1 (Early Acceptance)
- December 1 (Early Acceptance)
- February 1 (Final Deadline)
- Personal history/information form, typed
- Essay I (name and SSN on each page)
- Essay II (name and SSN on each page)
- Current Resume
- Reference letter A (*sealed in envelope with referent's signature across flap*)
- Reference letter B (*sealed in envelope with referent's signature across flap*)
- Reference letter C (*sealed in envelope with referent's signature across flap*)
- Official transcripts for *all* college and graduate coursework (*sealed in envelope with registrar's signature or seal across flap*)
- Official test scores from the Illinois State Board of Education (ISBE) Basic Skills Test, or a copy of your confirmation letter from the ISBE stating when you will be taking the test. <http://www.icts.nesinc.com>

Note: Applications will not be considered until *all* required materials are received. In **extreme cases AND WITH PRIOR APPROVAL FROM THE PROGRAM DIRECTOR** in which a reference letter, transcript or test scores cannot be obtained prior to the deadline, please send all available information and immediately follow-up with the missing pieces. The parts of the application prepared by applicant (e.g., personal history, resume and two essays) must be submitted on time.

