



# MfA Los Angeles Early Career Teacher Fellowship 2021 Application Checklist

***The deadline for applications to be received is March 8, 2021 at 11:59PM***

Please see [www.mfala.org](http://www.mfala.org) for the most up-to-date information and instructions regarding applying for the MfA Los Angeles Early Career Teacher Fellowship.

## Application checklist:

- Information form (handwritten and/or scanned forms are not acceptable)

*After downloading the application and saving it to your computer: open it using Adobe Reader or Adobe Pro; complete it; save it; and then email it as an attachment to [ec-apply@mfala.org](mailto:ec-apply@mfala.org) [Mac users: do NOT use Preview]*

- Resume
- Personal statement
- Math course credits form
- Take the Praxis 5161 exam
- Arrange to have two letters of reference sent  
One from your principal; the second from your assistant principal/ administrator in charge of the math department *or* from your math coach. A rating form must be submitted with each letter (letter and rating sheet must be sent to MfA Los Angeles by the person writing the recommendation).
- Order official transcripts from each post-secondary institution you have attended for which you have earned a degree  
You need only include transcripts from institutions where you did *not* receive a degree if you took math classes above Calculus I that you are listing on the math course credits form.
- Call MfA Los Angeles at (213) 821-3438 and provide your social security number and date of birth (used to verify your teaching credential)

Submit your application via email to [ec-apply@mfala.org](mailto:ec-apply@mfala.org).

Please have transcripts sent to MfA Los Angeles directly from the institution. They can be emailed to [ec-apply@mfala.org](mailto:ec-apply@mfala.org). If the institution can only mail the transcript, please use this address:

Math for America Los Angeles  
1150 S. Olive Street, Suite 2100  
Los Angeles, CA 90015

Dates to remember:

- **March 8, 2021: applications due**
- **Interviews:** We will call you to set-up an interview
- **May 17, 2021:** Take the Praxis on or before this date
- **June 7, 2021:** Decision letters will be sent via email no later than this date
- **September 11, 2021:** First PD for applicants admitted into the program

**Please call us at (213) 821-3438 or send an email to [ec-apply@mfala.org](mailto:ec-apply@mfala.org) if you have any questions.**

***We're here to help!***



# MfA Los Angeles Early Career Teacher Fellowship 2021 Information Form

## APPLICANT INFORMATION

**1. Full Legal Name:**

Last Name

First Name

Preferred First Name, if different

Middle Name

**2. E-mail:**

**3. Phone Number:**

**4. Type:**

**5. Mailing Address:**

Number & Street (with unit #, if applicable)

City

State

Zip

**6. Are you currently teaching mathematics full-time at a secondary school (public or charter) in the greater Los Angeles area?**

**7. In order to check your credential, we need your date of birth and social security number. Please call our office at (213) 821-3438 and provide this information.**

**8. Citizenship:**  I am a U.S. citizen

I am not a U.S. citizen

If not a U.S. citizen, please explain your status below:

**9. Ethnicity/Race (check all that apply--check at least one):**

Hispanic or Latinx

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or other Pacific Islander

Other

White

Do not want to answer

**10. Previous MfA Participation:**

If so, when?

**11. Have you ever been convicted of a felony or misdemeanor that resulted in a sentence of imprisonment? If yes, please explain on a separate sheet of paper.**

Yes

No

## UNDERGRADUATE AND GRADUATE INSTITUTIONS ATTENDED

**12. Institution:**

Name

City

State/Province

Country

Degree granted

Dates Attended

Major(s)/Concentration(s)

GPA

Math Credits

**13. Institution:**

Name

City

State/Province

Country

Degree granted

Dates Attended

Major(s)/Concentration(s)

GPA

Math Credits

**14. Institution:**

Name

City

State/Province

Country

Degree granted

Dates Attended

Major(s)/Concentration(s)

GPA

Math Credits

**15. Institution:**

Name

City

State/Province

Country

Degree granted

Dates Attended

Major(s)/Concentration(s)

GPA

Math Credits



# MfA Los Angeles Early Career Teacher Fellowship 2021 Information Form

## PROFESSIONAL TEACHING EXPERIENCE

### 16. Current:

School Name	Address	District	Public, Charter...
From - To	full- or part-time	Grade Levels Currently Taught	Courses Currently Taught

### 17. Previous:

School Name	Address	District	Public, Charter...
From - To	full- or part-time	Grade Levels Taught	Courses Taught

### 18. Previous:

School Name	Address	District	Public, Charter...
From - To	full- or part-time	Grade Levels Taught	Courses Taught

### 19. Previous:

School Name	Address	District	Public, Charter...
From - To	full- or part-time	Grade Levels Taught	Courses Taught

## PROFESSIONAL ASSOCIATIONS/DEVELOPMENT

20. Are you a National Board Certified Teacher? If Yes, enter the date you achieved NBCT status:

21. Date that your California preliminary teaching credential was issued:

22. Date that you expect your California preliminary teaching credential to be cleared (or date that is was cleared):

### 23. Professional Memberships

### 24. Articles/Publications

### 25. Leadership Roles at School (include extracurricular activities and dates)





## MfA Los Angeles Early Career Teacher Fellowship 2021 Personal Statement

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On a separate sheet of paper, please write a personal statement that addresses the question below (1,000 words maximum). We recommend that you include the question at the beginning of your personal statement.

*How am I continuing to grow into the teacher that I want to be?*



# MfA Los Angeles Early Career Teacher Fellowship 2021 Letter of Reference

## To the Applicant:

Please complete *all* fields above the dotted line.

Name of Applicant: \_\_\_\_\_

Name of Recommender: \_\_\_\_\_

I am aware of the rights afforded to me by the Federal Educational Rights and Privacy Act of 1974. I hereby waive my right to examine the contents of this reference. I understand that by waiving my right, I do so under the condition that the reference is used solely for the purpose for which it is requested.

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

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## To the Recommender\*:

The applicant whose name appears above has applied to the MfA Los Angeles Early Career Teacher Fellowship. Please attach a letter detailing your evaluation of the applicant's qualifications. We are particularly interested in examples of the applicant's leadership skills, flexibility, interpersonal skills, and resourcefulness. In the letter, tell us how long you have known the applicant and in what capacity, what you know about their content knowledge in mathematics, their ability as a secondary school mathematics teacher, and any other information that might pertain to the candidate's qualifications for this program.

How would you rate this applicant's **overall ability** as a mathematics teacher and school/ area education leader?

Very High

High

Average

Low

Date \_\_\_\_\_ Recommender's Signature \_\_\_\_\_

Recommender's Name and Title (*please print*):

\_\_\_\_\_

Institution/Organization:

\_\_\_\_\_

Address:

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Thank you for your time. Please email this form to [ec-apply@mfala.org](mailto:ec-apply@mfala.org), along with your reference letter, so that it reaches us by March 8, 2021.**

**\* Letters may not be written by current MfA Fellows, Staff, or Board Members.**

**Letters (with this rating sheet) must be sent directly from the recommender to MfA Los Angeles.**



# MfA Los Angeles Early Career Teacher Fellowship 2021 Praxis 5161

ETS Praxis web site: <https://www.ets.org/praxis/register>

**You must take the Praxis 5161 *Mathematics: Content Knowledge***

## **REGISTRATION**

Register for the Praxis test directly through Educational Testing Service. The test is computer-delivered. **Test dates on or before May 17, 2021 are preferred.** A final decision regarding acceptance into the program cannot be made absent the results.

**To ensure that you can be reimbursed for the test fee and that your score report is sent to MfA Los Angeles, enter institution code 7779 when registering for the test.**

Praxis 5161 *Mathematics: Content Knowledge* is offered continuously throughout the year.

Currently, the test can be taken at home. Visit [www.ets.org/s/cv/praxis/the-americas/](http://www.ets.org/s/cv/praxis/the-americas/) for more details.

## **REIMBURSEMENT FOR TEST FEE**

A one-time reimbursement for the \$120 test fee is available if a completed application is submitted and the appropriate institution code is entered when registering for the test. Please submit a PDF of the "Order Details" page (from your Praxis account) to MfA Los Angeles at [ec-apply@mfala.org](mailto:ec-apply@mfala.org) showing that the test fee was paid. MfA Los Angeles will process a reimbursement once your score report is received. Any additional fees assessed because of test center date or location changes, additional score report requests, or late registration fees are at the applicant's expense.

## **ACCOMMODATIONS**

Accommodations are available for test takers with disabilities or health-related needs. For more information, please visit [www.ets.org/praxis/register/disabilities/](http://www.ets.org/praxis/register/disabilities/).

The Praxis tests are only given in English. If English is not your primary language, you may be eligible for 50 percent additional testing time. For more information, please visit [www.ets.org/praxis/register/plne\\_accommodations](http://www.ets.org/praxis/register/plne_accommodations).