



## 2017 FAQs

## Early Career and Master Teacher Application

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### APPLICATION PROCESS

#### How does the application process work?

The official 2017 application will open on the MfA website in January. Based on whether you are an Early Career or Master Teacher Applicant, the application timeline differs (the application timeline will be available on the application). After applications are submitted, MfA staff will holistically consider each application and invite selected applicants to participate in an in-person interview. After interviewing all selected candidates, MfA will issue fellowship offers.

### PRAXIS EXAM

#### I'm an elementary school teacher. What Praxis exam do I take?

Elementary school teachers must take either the Middle School Math (5169) or Middle School Science (5440) exam. For more information, please see our Praxis Exam Guide.

#### I'm a middle school teacher. Why can't I take the Middle School Math or Science Praxis exam?

Qualified applicants to our programs demonstrate content knowledge that is at a higher level than that which they teach. All middle school and high school teachers must take one of the Content Knowledge Praxis exams.

#### Will I be reimbursed for the cost of the Praxis exam?

We are no longer reimbursing the cost of all Praxis exams. There is a Praxis Reimbursement Hardship Application available on the 2017 application. Candidates who have not been previously reimbursed and who demonstrate financial hardship may apply to have the full cost of the exam reimbursed.

### OBSERVATION REPORT

#### My school doesn't do formal observation reports. Can I submit an informal observation instead?

If your school does not do formal observation reports, you should submit all of the informal observations you have had this year to date. Remember that all observations should be uploaded in one document.

### REFERENCES

#### I have a new supervisor this year. Can I request that my former supervisor serve as my reference?

If your supervisor has changed during the course of the 2016-2017 school year, you may use your most recent supervisor as a reference.

#### Can my reference submit a letter of recommendation instead of completing the reference form?

No. Letters of recommendation will not be accepted in place of the reference form.

### TRANSCRIPTS

#### Do I need to submit a transcript from every higher education institution I've attended?

You should submit a transcript from every degree-granting institution you've attended. Additional transcripts should not be submitted unless you completed STEM or pedagogy coursework at the institution. For instance, you should not submit a transcript from a semester abroad program that only shows history courses.

#### I've submitted my transcripts before in a previous application. Do I need to submit them again?

If you have previously submitted your transcript, you do not need to resubmit. Be sure to check the "Transcript on file at MfA" box in the Education History section of the application.



## ELIGIBILITY

### **Am I eligible for the Early Career Fellowship?**

Early Career Teachers are NYC 6-12 public school STEM teachers who are currently in their first through third year of teaching. [For additional eligibility requirements, please see our website.](#)

### **Am I eligible for the Master Teacher Fellowship?**

Master Teachers are NYC K-12 public school STEM teachers who currently have four or more years of teaching experience. [For additional eligibility requirements, please see our website.](#)

### **Do my previous years teaching outside of STEM count toward my total years of teaching experience?**

Yes. As long as you were a full-time, teacher of record for your classroom, your non-STEM teaching experience counts. Likewise, private school teaching experience and international teaching experience (at an accredited school) counts.

### **I teach sixth grade in a K-6 school. Can I apply as an elementary school teacher for the Master Teacher Fellowship?**

We consider elementary school to be grades K-5. Sixth grade teachers should apply as middle school teachers.

### **I am a math teacher who teaches computer science. Should I apply as a mathematics teacher or a computer science teacher?**

Computer Science is a track within mathematics. Although some mathematics teachers integrate computer science into their mathematics curriculum, most successful computer science candidates will teach a full program of computer science courses (i.e courses that are officially classified as computer science). Only high school teachers are eligible to apply as computer science teachers.