Application Checklist for All Applicants

☐ Teaching Portfolio for your desired membership level
☐ Letter of Support from Chair/Supervisor
☐ CV
☐ Supplemental material submitted as Evidence of Quantity, Quality and Engagement. Including but not limited to:
  • Copies of teaching evaluations
  • Teaching Evaluations Table (see template on website)
  • Letters of acknowledgment
  • References to national work
  • Feedback on a new resource you created
☐ Verify that all information is accurate and complete, and sign page 1 of Portfolio

Additional Items for Resident/Fellow/Post-doc Applicants

☐ Include in your Statement of Intent the anticipated end date of your program (page 2 of Portfolio)
☐ Project Description
☐ Signature indicating project mentor has reviewed your Portfolio
☐ Letter of Support from Teaching Academy Sponsor. If your project mentor is someone different than your Teaching Academy sponsor, please include an additional letter of support.