Enhancing Excellence in Teaching Program
Applicant Checklist for 2019-20

If Application or Program of Study is incomplete, NDE will NOT consider applicant for award funds.

Application for Funds Required Fields

Applicant Information Section

❑ Prior Recipient checkbox, Name, Address, and Email

Employment Information Section

❑ School, Administrator or Designated Representative Signature and Date

Graduate Program Information Section

❑ Institution, Completion Date, Program, Type, and Category

Financial Request Section

❑ Number of credit hours requested for award

Applicant Signature Section

❑ US Citizenship Attestation checkbox, Applicant Signature and Date

Graduate Program of Study Required Fields

❑ Program or Endorsement, Anticipated Graduation Date, and Name

❑ Coursework for graduate program – include all classes that you will take during 2019-20 and in the future to complete your program. All fields are required:

❑ Course Number and Title (or "Elective")**

❑ Number of credit hours

❑ Mark classes for fund request for 2019-20 funds

❑ 2019-20 Semester the class will be taken – this can change if needed

If a Summer 2019 class – provide class start date as listed on institution's class schedule

❑ Program Chair/Designated Representative Signature and Date, if program is outside of the Teacher Education Unit at your institution

**For summer 2020 classes, you may make your best guess at the classes that will be offered for you to take. When you actually register for those classes, the Program of Study will be marked accordingly.