

# PGST 2009



The Pennsylvania Governor's School for  
Teaching  
at Millersville University  
Lancaster County, PA  
June 28 – August 1, 2009

Sponsored by the  
Commonwealth of Pennsylvania  
Department of Education

The Commonwealth of Pennsylvania underwrites the costs of tuition, room and board, instructional materials and program activities for all students selected to participate.

Go to [www.pgse.org](http://www.pgse.org) for:

- ▶ **Helpful Hints for Applicants**
- ▶ **Selection Criteria**
- ▶ **Curriculum and Program Descriptions**
- ▶ **Program Videos**
- ▶ **Information for Parents**
- ▶ **Information for Schools**
- ▶ **Information about Other Programs and Scholarships**

#### Other Information:

- ▶ (570) 524-5244, weekdays,  
8 a.m. – 4 p.m.
- ▶ e-mail: [pgse@csiu.org](mailto:pgse@csiu.org)

#### See the PGST Website:

- ▶ [www.millersville.edu/~pgst](http://www.millersville.edu/~pgst)

# APPLICATION FORM

For 2008-2009 High School Sophomores and Juniors

## CONTENTS

Deadline Notice & Procedures.....	<i>This Page</i>
Notification .....	<i>This Page</i>
Eligibility .....	Page 2
Applicant Responsibilities .....	Page 2
Application Procedures .....	Page 2
Personal Data Form.....	Pages 3 – 4
Teacher Reference Form A .....	Pages 5 – 6
Teacher Reference Form B .....	Pages 7 – 8
Counselor Recommendation Form.....	Pages 9 – 10
Program Information Sheet.....	Pages 11 – 12

## DEADLINE NOTICE & PROCEDURES

### **POSTMARK DEADLINE: THURSDAY, JANUARY 8, 2009**

*The application must be completed according to the directions on pages 2 and 9 and mailed by the applicant's Guidance Counselor no later than Thursday, January 8, 2009 AND received in the **Pennsylvania Department of Education no later than 4:00 p.m., Wednesday, January 14, 2009.***

*Applications received after Wednesday, January 14, 2009 will be disqualified for lateness. It is the applicant's responsibility to make sure the application has been completed according to directions and that it has been mailed by the postmark deadline, in complete form. The Pennsylvania Department of Education and the Pennsylvania Governor's Schools of Excellence are not responsible for lost, incomplete or delayed applications, or those sent to incorrect addresses.*

## NOTIFICATION

The Pennsylvania Department of Education will notify Governor's School for Teaching applicants of their final status by letter to their homes in the first week of April. The Pennsylvania Governor's Schools of Excellence cannot respond to requests for advance notice, individual assessments or appeals.

**This application form expires on January 8, 2009 and may not be used for submission after that date.**

**ELIGIBILITY:** *No exceptions are made to these requirements.*

- **GRADE LEVEL AT TIME OF APPLICATION DEADLINE:** Current **sophomores or juniors** only.
- **SCHOOL ENROLLMENT:** Must currently attend a public, charter or non-public secondary school or be homeschooled.
- **PENNSYLVANIA RESIDENCY:** The primary full-time residence of at least one custodial parent or legal, court-appointed guardian of the applicant must be in Pennsylvania. Dependents of military personnel based in Pennsylvania are eligible.
- **LIMIT ON GOVERNOR'S SCHOOL APPLICATIONS:** Students may apply to no more than two different Governor's Schools in a year.
- **NO PREVIOUS GOVERNOR'S SCHOOL ATTENDANCE:** No graduate of any of the nine Pennsylvania Governor's Schools of Excellence may apply to the same or another Pennsylvania Governor's School.
- **COMMITMENT TO PROGRAM:** If accepting an invitation to participate in a Pennsylvania Governor's School of Excellence, the student must commit to being in residence for the full program, June 28 – August 1, 2009. Trips home or other absences are not allowed. Formal athletic training regimens for individual or team competitions cannot be accommodated in the program.
- **GROUND'S FOR DISQUALIFICATION:** Ineligibility (see above); lateness; failure to send application to the correct office; incompleteness of the application (it must be submitted in its entirety at one time); plagiarism or falsification of information on the application.

**APPLICANT RESPONSIBILITIES**

- **KEEP THIS PAGE FOR YOUR RECORDS.**
- **DO NOT WAIT UNTIL THE LAST WEEK TO COMPLETE THE APPLICATION.**
- **NOTIFY COUNSELOR AND TWO TEACHER REFERENCES OF INTENTION TO FILE APPLICATION WELL IN ADVANCE OF DEADLINE.** Discuss "pre" deadlines for completing work in order to mail the packet on time.
- **REVIEW ALL FORMS BEFORE PROCEEDING WITH THE APPLICATION PROCESS.**
- **SUPERVISE COMPLETION:** The applicant is responsible for staying in communication with the counselor and teacher references to make sure the application is completed appropriately and mailed by the postmark deadline.
- **REFRAIN FROM ADDING UNSOLICITED REFERENCES, RECOMMENDATIONS OR MATERIALS.** Send only those requested. Do not add newspaper clippings, photographs, research papers, certificates or other unsolicited materials. Extraneous letters of recommendation other than the two teacher references and the counselor's recommendation and other unsolicited materials will be removed from applications. The selection panel will not see them.
- **NOTIFICATION OF FINAL STATUS:** Notification is by first-class letter to the applicant's home address, in the first week of April. This information is **not** available in advance or over the Internet or by telephone.
- **UNDERSTANDINGS:** The Pennsylvania Governor's Schools of Excellence cannot provide individual assessments or grant appeals to the selection process. Furthermore, the Pennsylvania Governor's Schools of Excellence and the Pennsylvania Department of Education are not responsible for late, lost, incorrectly addressed, incomplete or damaged applications.

**APPLICATION PROCEDURES**

- **TEACHER REFERENCES:** Select the teachers, as per the guidelines on the respective forms, pages 5 – 6 and 7 – 8 of the application, to serve as references. Fill out the information lines on the tops of the forms, give to teachers. The teachers complete the forms and send them directly to the counselor, to maintain confidentiality.
- **GUIDANCE COUNSELOR RECOMMENDATION:** Fill out the information lines on the top of the form, pages 9, and give the full form (pages 9 – 10) to the counselor.
- **PERSONAL DATA FORM:** Complete the information lines on page 3 of the application and respond to the prompts on page 4 (narrative statement, extracurricular resume and chief essay). Staple the responses to the prompts to the form. Give the completed form to the guidance counselor.
- **SUBMISSION:** As per the instructions on the Counselor Recommendation Form, the counselor coordinates the applicant's Personal Data Form, the two teacher references, the counselor's information (page 10) and the applicant's transcript and current report card. The counselor sends the application to the office of the Pennsylvania Governor's Schools of Excellence, Pennsylvania Department of Education, 333 Market Street, 8<sup>th</sup> Floor, Harrisburg, PA 17126-0333, no later than the postmark deadline. No new information will be accepted after the deadline.
- **STRONGLY RECOMMENDED:** The applicant or the counselor may attach a SELF-ADDRESSED, STAMPED POSTCARD for the acknowledgment of the receipt of the PGST application. If this has not been received three weeks after mailing the application, contact the Information Line, (570) 524-5244 or e-mail [pgse@csiu.org](mailto:pgse@csiu.org).

**GOVERNOR'S SCHOOL INFORMATION**

- (570) 524-5244, weekdays 8 a.m. to 4 p.m., except holidays. E-mail: [pgse@csiu.org](mailto:pgse@csiu.org). Website: [www.pgse.org](http://www.pgse.org).

# 2009 PGST Personal Data Form

## PROCEDURES CHECKLIST

- Read page 2 of this application.
- TYPE OR CLEARLY PRINT ALL INFORMATION REQUESTED ON THIS PAGE IN DARK INK.**
- COMPLETE Parts I, II, III and IV. Staple** responses required in Part II to this form. **Read and sign** Part III. The parent/legal guardian must **read and sign** Part IV.
- Submit** the completed form and attached responses **to the guidance counselor** before the deadline date.
- The postmark **deadline** is Thursday, January 8, 2009.
- This form expires January 8, 2009, and may not be used for subsequent submissions. Current applications are available online at [www.pgse.org](http://www.pgse.org).
- Information: (570) 524-5244, weekdays, 8 a.m. - 4 p.m., except holidays.

## PART I: Student Information (Type or print in dark ink.)

Intermediate Unit \_\_\_\_\_

Applicant's Current Grade Level \_\_\_\_\_

Student's Name \_\_\_\_\_  Male or  Female  
*first middle last*

Permanent Home Address \_\_\_\_\_  
*street or box number street or route city state zip*

Home Telephone (\_\_\_\_\_) \_\_\_\_\_ (No cell numbers unless no other home phone is available.)

Name of High School \_\_\_\_\_  Public or  Non-Public

Name of School District in which you reside (even if you do not attend the public school) \_\_\_\_\_

Parent's or Legal Guardian's Full Name \_\_\_\_\_

Parent's or Legal Guardian's Home Address \_\_\_\_\_  
*street or box number street or route city state zip*

Student's Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  
*month day year*

**OPTIONAL:** How do you identify yourself? Please check one below. This information is confidential and will be used for statistical accounting.

- African American       Asian       Caucasian/White       Hispanic/Latino       Indian (Asian)  
 Middle Eastern       Native American Indian/Alaskan/Hawaiian       Other \_\_\_\_\_

**What grade level(s) and subject area(s) interest you in the area of teaching? Check all that apply:**

- Pre-School     Elementary     Middle School     Senior High     Other \_\_\_\_\_
- Sciences       English       Arts/Music       ESL  
 Mathematics     Foreign Languages     Reading       Other \_\_\_\_\_  
 Technology       History/Social Studies     Special Education     Other \_\_\_\_\_

**HOW DID YOU LEARN ABOUT THE GOVERNOR'S SCHOOL OPPORTUNITY?**

- Counselor/Teacher     Program Alumni     Newspaper Article     Website     Other \_\_\_\_\_

**COMPLETE PARTS II, III AND IV ON PAGE 4.**

## PART II: Applicant’s Required Responses

The responses to items A, B and C below are required. Staple your work to this form. An application missing any part may be disqualified for incompleteness. These responses receive emphasis in the selection process. You can review the selection process criteria online at [www.pgse.org](http://www.pgse.org).

### A. NARRATIVE STATEMENT

- **Format:** Essay format, one page maximum, typed/word-processed, double-spaced, letter quality font no smaller than 12 points. Your name should appear at the top of the page. Title the essay “Narrative Statement.”
- **Prompt:** Introduce yourself to the selection committee. This statement should reveal your interest in the profession of teaching. Select and discuss an experience, hobby, special concern or dream that has influenced your decision to explore this field.

### B. EXTRACURRIULAR RESUME

- **Format:** Resume format, two pages maximum, typed/word-processed, single- or double-spaced, letter quality font no smaller than 12 points. Your name should appear at the top of each page.
- **Prompt:** List the extracurricular activities, special study projects or activities in which you have been involved in the past two years in your school, community or personal pursuits. Identify your role in each. List academic awards or special recognition you have received in high school, noting the nature and source of each.

### C. CHIEF ESSAY

- **Format:** Essay format, two pages maximum, typed/word-processed, double-spaced, letter quality font no smaller than 12 points. Title the essay “Leadership Proposal.” Your name should appear at the top of the page.
- **Prompt:** Propose a service leadership project you can initiate and implement yourself in your school or community that addresses an educational need in your school district or community. You may focus on any age or ability group.
- **Note:** *This project is weighed heavily in the selection process. Students selected to attend PGST are expected to refine their projects during Governor’s School and implement them when they return home.*

## PART III: Applicant's Statement and Signature

- *I certify that to the best of my knowledge all of the information I have provided is accurate and that the work submitted is my own. I acknowledge that information about my selection to the Pennsylvania Governor's School for Teaching and the projects I may develop there may be shared with the public.*
- *I understand that it is my responsibility to return this form and the required attachments to my guidance counselor.*
- *I recognize that it is my responsibility to stay in touch with my guidance counselor to ensure that the application is filed in complete form, postmarked by the appropriate date and mailed to the Department of Education.*

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## PART IV: Parent/Guardian's Statement and Signature

- *I have reviewed the information on this form and give my permission for my child to proceed with the application procedures. I authorize my child's school and its employees to release any information necessary for this application.*
- *Furthermore, I recognize that it is my child's responsibility to ensure that the complete application is filed in accordance with the stated deadline, in the Pennsylvania Department of Education.*
- *I understand that the application becomes the property of the Pennsylvania Governor's Schools of Excellence and cannot be returned. I am aware that the Pennsylvania Governor's Schools cannot respond to requests for individual assessments or appeals.*

PARENT/GUARDIAN'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

# 2009 PGST Teacher Reference "A"

Applicant's Name \_\_\_\_\_  
High School \_\_\_\_\_  
Name of Teacher \_\_\_\_\_

Counselor \_\_\_\_\_  
Current Grade Level \_\_\_\_\_  
Subject \_\_\_\_\_ :

## PROCEDURES

- 1. WHO MAY COMPLETE THIS FORM:** A teacher in the applicant's school may complete this form. The choice of the reference is the applicant's. The applicant need not be studying with the reference at present; however, the student should be careful to choose someone who can best and most completely answer all questions on both sides of this form. *Parents or legal guardians may not complete forms for their children. Homeschoolers should call the PGSE Information Line at (570) 524-5244 for advice on references.*
- 2. BOTH SIDES OF THIS FORM MUST BE COMPLETED FROM PARTS I THROUGH V.** Using the criteria below, and on the reverse of this page (page 6), please evaluate the applicant in detail. The Governor's School is seeking evidence of mature and conscientious study; a commitment to examining complex issues related to education and the world at large; the ability to apply analytical processes, research and technology and the flexibility to work both independently and in cooperation with culturally diverse peers and adults.
- 3. This form must be signed and dated on the reverse side (page 6) in Part V.**
- 4. Please complete this form and return it immediately to the student's counselor.** The counselor must be able to mail the complete application no later than the application postmark deadline, Thursday, January 8, 2009.
- 5. The application will be disqualified if it is late or incomplete.**
- 6. This form expires January 8, 2009, and may not be used for submission after that date. Current application forms can be downloaded from [www.pgse.org](http://www.pgse.org).**

## PART I:

How does the applicant compare in overall promise with other students with whom you have had contact in the last three years? Please check one statement below:

- Among the very best I have known
- Very good, but not the very best
- Average
- Below average

## PART II:

Please check one selection below to indicate your recommendation for the applicant for the Pennsylvania Governor's School for Teaching:

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

**COMPLETE PARTS III, IV AND V ON PAGE 6.**

### PART III:

For each item below, please assess the applicant by assigning one of the following values:

*A = exceptional B = above average C = average D = below average E = no opportunity to observe*

- |                                  |                                      |
|----------------------------------|--------------------------------------|
| ___ analytical ability           | ___ reaction to and use of criticism |
| ___ initiative and independence  | ___ industry and energy level        |
| ___ written communication skills | ___ capacity for creativity          |
| ___ oral expression              | ___ leadership activities            |
| ___ interaction with others      | ___ responsibility                   |
| ___ organizational skills        | ___ service to school and community  |
| ___ flexibility                  | ___ concern for others               |

### PART IV: Summary Comments

Please write a statement about this applicant's strengths and weaknesses, explaining why you rated the applicant as you did in Parts I, II and III. Please cite examples of outstanding contributions, achievements or challenges. Your response is important and will assist the selection committee in understanding if this student is ready for a sustained, intensive living/learning experience.

*You may use the space below or staple a letter to this form. Please check here if you are attaching a letter.*

### PART V:

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

How long and in what capacity have you known the applicant? \_\_\_\_\_

# 2009 PGST Teacher Reference "B"

Applicant's Name \_\_\_\_\_  
High School \_\_\_\_\_  
Name of Teacher \_\_\_\_\_

Counselor \_\_\_\_\_  
Current Grade Level \_\_\_\_\_  
Subject \_\_\_\_\_

## PROCEDURES

- 1. WHO MAY COMPLETE THIS FORM:** A teacher in the applicant's school may complete this form. The choice of the reference is the applicant's. The applicant need not be studying with the reference at present; however, the student should be careful to choose someone who can best and most completely answer all questions on both sides of this form. *Parents or legal guardians may not complete forms for their children. Homeschoolers should call the PGSE Information Line at (570) 524-5244 for advice on references.*
- 2. BOTH SIDES OF THIS FORM MUST BE COMPLETED FROM PARTS I THROUGH V.** Using the criteria below, and on the reverse of this page (page 8), please evaluate the applicant in detail. The Governor's School is seeking evidence of mature and conscientious study; a commitment to examining complex issues related to education and the world at large; the ability to apply analytical processes, research and technology and the flexibility to work both independently and in cooperation with culturally diverse peers and adults.
- 3. This form must be signed and dated on the reverse side (page 8) in Part V.**
- 4. Please complete this form and return it immediately to the student's counselor.** The counselor must be able to mail the complete application no later than the application postmark deadline, Thursday, January 8, 2009.
- 5. The application will be disqualified if it is late or incomplete.**
- 6. This form expires January 8, 2009 and may not be used for submission after that date. Current application forms can be downloaded from [www.pgse.org](http://www.pgse.org).**

## PART I:

How does the applicant compare in overall promise with other students with whom you have had contact in the last three years? Please check one statement below:

- Among the very best I have known
- Very good, but not the very best
- Average
- Below average

## PART II:

Please check one selection below to indicate your recommendation for the applicant for the Pennsylvania Governor's School for Teaching:

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

**COMPLETE PARTS III, IV AND V ON PAGE 8.**

### PART III:

For each item below, please assess the applicant by assigning one of the following values:

*A = exceptional B = above average C = average D = below average E = no opportunity to observe*

- |                                  |                                      |
|----------------------------------|--------------------------------------|
| ___ analytical ability           | ___ reaction to and use of criticism |
| ___ initiative and independence  | ___ industry and energy level        |
| ___ written communication skills | ___ capacity for creativity          |
| ___ oral expression              | ___ leadership activities            |
| ___ interaction with others      | ___ responsibility                   |
| ___ organizational skills        | ___ service to school and community  |
| ___ flexibility                  | ___ concern for others               |

### PART IV: Summary Comments

Please write a statement about this applicant's strengths and weaknesses, explaining why you rated the applicant as you did in Parts I, II and III. Please cite examples of outstanding contributions, achievements or challenges. Your response is important and will assist the selection committee in understanding if this student is ready for a sustained, intensive living/learning experience.

*You may use the space below or staple a letter to this form. Please check here if you are attaching a letter.*

### PART V:

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

How long and in what capacity have you known the applicant? \_\_\_\_\_

# 2009 PGST Counselor Recommendation Form

Applicant's Name \_\_\_\_\_  
High School \_\_\_\_\_  
Counselor's Name \_\_\_\_\_  
School Address \_\_\_\_\_  
Teacher Reference A \_\_\_\_\_

Intermediate Unit \_\_\_\_\_  
Applicant's Current Grade Level \_\_\_\_\_  
Office Telephone (\_\_\_\_\_) \_\_\_\_\_  
Teacher Reference B \_\_\_\_\_

**INFORMATION:** (570) 524-5244, weekdays, except holidays.

## PART I: Procedures Checklist

- Required:** This applicant must be a current **sophomore or junior**. *No other grade levels are eligible.*
- Required:** Complete both sides of this form, Parts II – VIII, filling in all information requested in Parts IV and V, even if it appears on the transcript. *An application missing information may be disqualified for incompleteness.*
- Required:** Attach the applicant's TRANSCRIPT and current grades as requested in Part III.
- Optional but recommended:** Attach a LETTER, if you wish, in response to Part VII. Otherwise write in space provided.
- Required:** The applicant returns to you the completed PERSONAL DATA FORM with REQUIRED ATTACHMENTS: the narrative statement, extracurricular resume and chief essay. *You are encouraged to set a "pre" deadline by which the applicant returns this material to you.*
- Required:** Teachers selected as references by the student complete TEACHER REFERENCE A and TEACHER REFERENCE B and return them directly to you. *You are encouraged to establish a "pre" deadline for the return of the Reference Forms.*
- Optional but strongly recommended:** The counselor or the applicant may attach a SELF-ADDRESSED, STAMPED POSTCARD for acknowledgment of the receipt of the application packet.
- ASSEMBLY REQUIRED: STAPLE** the entire, completed application together **in the following order**. *Please do not attach extra references or material not requested in the application.*
  - Optional:** Self Addressed, Stamped Receipt Postcard.
  - Required:** PGST Personal Data Form.
  - Required:** Required Attachments to the Personal Data Form: narrative statement, resume and chief essay.
  - Required:** One PGST Teacher Reference Form A.
  - Required:** One PGST Teacher Reference Form B.
  - Required:** PGST Counselor Recommendation (this form, completed).
  - Optional:** Your separate letter of recommendation for this applicant.
  - Required:** The Applicant's Transcript and Current Report Card.
- This application form expires January 8, 2009 and may not be used for subsequent submissions. Current applications can be downloaded from [www.pgse.org](http://www.pgse.org).*

## PART II: Deadline Notice and Submission Address

- SEND APPLICATION TO:**  
Pennsylvania Governor's Schools of Excellence  
Pennsylvania Department of Education  
333 Market Street 8<sup>th</sup> Floor  
Harrisburg, PA 17126-0333

**POSTMARK DEADLINE: THURSDAY, JANUARY 8, 2009.** The complete application must be postmarked by Thursday, January 8, 2009 and received in the Department of Education no later than Wednesday, January 14, 2009 by 4:00 p.m. Applications received after January 14, regardless of postmark, will be DISQUALIFIED. *Faxed transmissions will not be accepted.*

- ➡ **WARNING:** Certified, registered or first-class mail is subject to delays despite claims to the contrary. **If waiting until the deadline to mail the application, use a two-day or overnight delivery service.**

**PLEASE TURN OVER AND COMPLETE PARTS III – VIII.**

### PART III: Transcript

Attach the applicant's transcript and current report card to this form.

### PART IV: Attendance Record

Number of absences in the last full academic year: \_\_\_\_\_

**IMPORTANT:** *If the number exceeds 10, please state reason(s) and whether the number has remained high this year.*

Number of tardies in the last full academic year: \_\_\_\_\_

**IMPORTANT:** *If the number exceeds five, please state reason(s) and whether the pattern of tardiness has changed in the current year.*

### PART V: Academic Scores and Standing

Complete the following information as thoroughly as possible, even if it appears on the transcript. Please report actual scores, not percentiles. *If there are no PSAT or SAT scores to report, please explain why:*

Class rank, if available \_\_\_\_\_ Class size \_\_\_\_\_ Grade Point Average \_\_\_\_\_ Scale \_\_\_\_\_

Test Scores: PSATs: Verbal/Critical Reading \_\_\_\_\_ Writing \_\_\_\_\_ Math \_\_\_\_\_ Date \_\_\_\_\_

SATs: Verbal/Critical Reading \_\_\_\_\_ Writing \_\_\_\_\_ Math \_\_\_\_\_ Date \_\_\_\_\_

Other Tests (*Please define acronyms*):

Date \_\_\_\_\_ Test \_\_\_\_\_

Date \_\_\_\_\_ Test \_\_\_\_\_

Date \_\_\_\_\_ Test \_\_\_\_\_

### PART VI: Counselor's Recommendation

Please check one selection below to indicate your recommendation for the applicant for the Pennsylvania Governor's School for Teaching:

- Highly recommended     Recommended     Recommended with reservations     Not recommended

### PART VII: Counselor's Statement

Please comment on the applicant's special qualities, challenges or problems of which the selection committee should be aware. You may attach a letter if necessary or use this space. Check this box if attaching a letter.

### PART VIII: Counselor's Signature

- *The information I have provided is complete and correct.*
- *I have read the Procedures (Part I of this form) and the Deadline and Submission information (Part II) on page 9. I understand that an application may be disqualified if it is late, incomplete or sent to an incorrect agency.*
- *I understand that the applicant can be disqualified on the basis of grade level ineligibility, residency ineligibility, previous Governor's School participation, application to more than two Governor's Schools in a year, plagiarism or falsification of information.*

Counselor's Signature and Date \_\_\_\_\_