



## 2. EMPLOYMENT STATUS

Please submit a copy of the center license from OCCL

Name of Center: \_\_\_\_\_

Address: \_\_\_\_\_ County: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Administrator/Owner: \_\_\_\_\_

TEACH Contact Person and Title, if different from above: \_\_\_\_\_

Phone Numbers: ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ Alt ( ) \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

OCCL License #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Program's Licensed Capacity: \_\_\_\_\_ Current program enrollment: \_\_\_\_\_

Tax ID # \_\_\_\_\_ Beginning date of employment at current facility: \_\_\_\_\_

Does the program serve families eligible for Purchase of Care (POC)? No \_\_\_ Yes \_\_\_ What % \_\_\_\_\_

Does the program serve Military families? No \_\_\_ Yes \_\_\_ Active Duty \_\_\_ Guard \_\_\_ Reserve \_\_\_

Does the program participate in Delaware Stars? No \_\_\_ Yes \_\_\_ Current Star Level \_\_\_\_\_

Is the Center Nationally or Regionally Accredited:  Yes, by \_\_\_\_\_  No

Please check all forms of funding your facility receives

- |   |                                     |   |
|---|-------------------------------------|---|
| <input type="checkbox"/> Head Start       | <input type="checkbox"/> State PreK | <input type="checkbox"/> State Subsidies: Contracts |
| <input type="checkbox"/> Early Head Start | <input type="checkbox"/> Title I    | <input type="checkbox"/> State Subsidies: Vouchers  |
| <input type="checkbox"/> State Head Start | <input type="checkbox"/> IDEA       |   |

Please give the parent company contact name/address \_\_\_\_\_

How long have you worked in the field of early childhood?

- Less than 2 years       2-5 years       6-10 years       10+ years

What is your current job title?

- Teacher       Administrator       Non-teaching Professional Staff  
 Assistant Teacher       Non-teaching Support Staff

Do you have a Delaware Institute for Excellence in Early Childhood (DIEEC) profile?

YES \_\_\_\_\_ No \_\_\_\_\_ Current Career lattice step \_\_\_\_\_ Unsure \_\_\_\_\_

What age groups do you teach? *(please check all that apply)*

- Infants (0-12 months)       Preschool (37 months-PreK)  
 Toddler (13-36 months)       School-age

How many children are in your classroom or child care home? \_\_\_\_\_

### 3. EDUCATION INFORMATION

Are you CPR/First Aid Certified?  Yes  No

Please check the box indicating what credentials and specializations you currently hold

- |  |  |
|--|--|
| <input type="checkbox"/> CDA: Infant/Toddler         | <input type="checkbox"/> Specialization: Bi-lingual (language:_____)   |
| <input type="checkbox"/> CDA: Preschool              | <input type="checkbox"/> DIEEC/Stars Issued Credential (Infant/Toddler, Early Childhood, Inclusion, Administrator, Curriculum/Assessment, Family Child Care, School Age) |
| <input type="checkbox"/> CDA: Family Child Care Home | <input type="checkbox"/> Post BA (state teaching license)  |
| <input type="checkbox"/> CDA: Home Visitor           | <input type="checkbox"/> Not applicable  |

Please check the box that best describes your educational history

- |   |  |
|---|--|
| <input type="checkbox"/> No high school diploma         | <input type="checkbox"/> Bachelor Degree (Major:_____) |
| <input type="checkbox"/> High school diploma/GED        | <input type="checkbox"/> Masters (Major:_____)         |
| <input type="checkbox"/> 1-year certificate             | <input type="checkbox"/> Doctorate (Major:_____)       |
| <input type="checkbox"/> Associate Degree (Major:_____) |  |

Please check the box that best describes your educational goals

- Earn an Early Childhood Credential (CDA or State of Delaware specific)
- Earn an Early Childhood Associate Degree
- Earn an Early Childhood Bachelor's Degree

Have you taken any college courses in the past two years?  Yes  No  
 Have you taken any ECE credits in the past two years?  Yes  No If yes, how many \_\_\_\_\_

Are you currently enrolled at a Delaware college or University?  Yes  No  
 If yes, which college: \_\_\_\_\_ Student ID: \_\_\_\_\_

When would you like your scholarship to begin?  Fall  Spring  Summer (year)\_\_\_\_\_

Which College/University would you like to attend?

- Wilmington University  Springfield College  Delaware State University  University of Delaware

Have you been through the admissions process at the school marked above?  Yes  No

### 4. STATEMENT OF INCOME

Please attach a copy of your most recent pay stub

Employer #1 \_\_\_\_\_ Hours/week \_\_\_\_\_ \$ \_\_\_\_\_ per \_\_\_\_\_

Employer #2 \_\_\_\_\_ Hours/week \_\_\_\_\_ \$ \_\_\_\_\_ per \_\_\_\_\_

Have you applied for any other financial aid?  Yes  No

If yes, what financial aid source(s) have you applied for?

- PELL Grant  Smart Start Grant  Scholarships  Student Loans

Financial Aid #1 \_\_\_\_\_ Date of application \_\_\_\_\_

Application status  Awarded  Denied  Pending

Financial Aid #2 \_\_\_\_\_ Date of application \_\_\_\_\_

Application status  Awarded  Denied  Pending

YOUR TOTAL INCOME \$ \_\_\_\_\_ YOUR TOTAL FAMILY INCOME (your spouse included) \$ \_\_\_\_\_

**Please attach a copy of your most recent pay stub here**

## 5. OTHER INFORMATION

How did you hear about the T.E.A.C.H. Early Childhood® Project?

- |                                       |   |  |
|---------------------------------------|---|--|
| <input type="checkbox"/> Presentation | <input type="checkbox"/> College              | <input type="checkbox"/> Workshop                    |
| <input type="checkbox"/> Mailing      | <input type="checkbox"/> My Center Director   | <input type="checkbox"/> Website                     |
| <input type="checkbox"/> CCR&R Agency | <input type="checkbox"/> T.E.A.C.H. Recipient | <input type="checkbox"/> Other(please specify):_____ |

Computer/Technology Access: Please check all that you have access to either at home or at work

- |                                  |   |                                 |  |
|----------------------------------|---|---------------------------------|--|
| <input type="checkbox"/> Desktop | <input type="checkbox"/> Wi-Fi Internet   | <input type="checkbox"/> Tablet |  |
| <input type="checkbox"/> Laptop  | <input type="checkbox"/> Dial Up Internet | <input type="checkbox"/> Email  | <input type="checkbox"/> Other(please specify):_____ |

Computer/Technology Access: Please rate your comfort level or skill level with the following

(1: poor/none      3:ok/some      5:great/strong)

- |                                      |                            |  |
|--------------------------------------|----------------------------|--|
| ___ Email                            | ___ Word Processing Skills | ___ Power Point                              |
| ___ Web Navigation Skills            | ___ Spreadsheets Skills    | ___ Database Skills                          |
| ___ Digital Cameras                  | ___ Scanner Knowledge      | ___ File Management & Window Explorer Skills |
| ___ Computer-Related Storage Devices |                            | ___ Other(please specify):_____              |
- (Knowledge: disks, CDs, USB drives, zip disks, DVDs, etc.)

Please check here if you would like assistance with any computer/technology access or skills

## 6. RECIPIENT PERSONAL RESPONSIBILITIES AGREEMENT

This is an agreement between T.E.A.C.H. Early Childhood® Delaware and the scholarship applicant (applicant name) \_\_\_\_\_ . Please read carefully and then sign this agreement, initialing next to each line item. As a part of your application, this agreement **must** be signed and submitted along with any other required documents before your application can be considered complete.

### **Congratulations on taking the next step toward a greater education!**

You should be very proud of yourself for investing in your own future and increasing your education. This scholarship represents an amazing opportunity – a debt free college education! This benefit to you comes with various responsibilities.

As a T.E.A.C.H. Early Childhood® Scholarship Recipient, I will:

- \_\_\_\_\_ Attend class, study, work hard and be a responsible student. This is a great opportunity that should be taken seriously.
- \_\_\_\_\_ Regularly communicate with my scholarship counselor. My counselor is available to help guide me through the process of attending college as well as balancing my college, work and family responsibilities. He/She is just a phone call or email away and can answer many questions.
- \_\_\_\_\_ Submit reimbursement forms in a timely manner. Preauthorization forms must be submitted in time for scholarship counselors to forward to the appropriate school. Form B's must be submitted for reimbursement of tuition, books and travel claims. If my model includes paid release time, I will sign the Form C's, be sure my director (if applicable) signs the Form C and help get it submitted for reimbursement for release time.
- \_\_\_\_\_ Contact my scholarship counselor regarding any changes to my employment or college status, or if I am having difficulty in meeting my course/college requirements or scholarship contract.
- \_\_\_\_\_ Submit my grades within 30 days of the close of the semester. Keeping my scholarship record up-to-date is critical to ensuring that I can continue my education without unnecessary delays.
- \_\_\_\_\_ Pay my bills from T.E.A.C.H. and/or my college in a timely manner. It is my responsibility to ensure that I am meeting all of my obligations.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## 7. Short Answer

**What are your professional goals in early childhood education? Describe how an Associate Degree will help you achieve these goals. Be sure to include your long-term career goals.**

**We may not be able to fund all applicants. Why should T.E.A.C.H. Early Childhood® Delaware fund you over other applicants?**

## 8. RECIPIENT AND HEAD START PARTICIPATION AGREEMENT

### Center agrees to the following:

- Pay 30% of the cost of tuition and 50% of book costs for each approved course the scholarship employee is enrolled in, up to a maximum of 18 semester hours during the contract period.
- Annually revisit agreement with T.E.A.C.H. and scholar before contract renewal.

\_\_\_\_\_  
Signature of Center Director

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Signature of Authorized T.E.A.C.H. Representative

\_\_\_\_\_  
DATE

## 9. PERMISSIONS

I, \_\_\_\_\_ (applicant's name), agree that T.E.A.C.H. Early Childhood® Delaware will use Constant Contact to send monthly newsletters and period reminders.

T.E.A.C.H. Early Childhood® Delaware may/may not (circle one) contact me via text messaging at \_\_\_\_\_ (mobile number).

To help promote awareness of the importance of high quality child care, we often use quotes, photographs and /or video footage of children and adults. By signing this form you are giving T.E.A.C.H Early Childhood ® Delaware and Delaware Association for the Education of Young Children (deaeyc) permission to use your quotes, photographs of you and/or your child(ren) in our publications such as newsletters and brochures, to send quotes, photographs, and/or video footage of you to new agencies such as newspapers, magazines, radio and television, and to publish such quotes, photographs, and/or video footage on the internet. While we may not use every quote, photograph, or video clip, your signature below will allow us to use your photograph or video image if the need arises.

I, \_\_\_\_\_ (please print name), grant permission to T.E.A.C.H Early Childhood ® Delaware and its agents, employees, designees, and successors of assigns, the irrevocable and unrestricted right to reproduce the photographs and/or video images taken of me, or members of my family, for the purpose of publication, promotion, illustration, advertising, or trade, in any manner or in any medium. I hereby release T.E.A.C.H Early Childhood ® Delaware and its legal representatives for all claims and liability relating to said images or video. Furthermore, I grant permission to use my statements that were given during an interview, survey or feedback with or without my name, for the purpose of advertising and publicity without restriction, I waive my right to any compensation. I further grant permission for the copyright of such quotes, photographs, and videos and consent that they may be reproduced with partially or in conjunction with other quotes, photographs, or videos and reproductions, and made through any media, including electronic media. I have read the above statements and I am familiar with and agree to the contents.

**I acknowledge that I am  over the age of 18**

**I do not authorize use (circle all that apply) quotes / photographs / videos**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**10. STATEMENT AND SIGNATURE OF APPLICANT**

I, \_\_\_\_\_ (applicant's name), attest that the information provided on this application and the supporting documentation is true to the best of my knowledge. I understand that falsifying application information or documentation or the failure to comply with documentation requirements may result in the inability to be a participant on this program. If my participation is terminated due to my failure to comply with documentation requirements, I understand that my employer may be notified along with the program funder. If for any reason the scholarship money is issued incorrectly as a result of false information provided by me, I acknowledge that I will be required to reimburse the T.E.A.C.H. Early Childhood® Project for the monetary support that was received in error. If awarded, the contract will be reviewed annually before renewal.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Applications will not be processed without the following information, please be sure to include:**

- **W9**
- **Paystub**
- **Current license from Office of Child Care Licensing for center/program**
- **College transcripts or credit transfer sheet**

**Return This Application with all required documentation to:**

T.E.A.C.H. Early Childhood® Delaware  
262 Chapman Rd, Ste. 102  
Newark, DE 19702  
Or Fax 302-475-5300

If you have any questions, please call 302-764-1501. Incomplete applications will not be processed.

For office use only:

Date received:	Entered:	Reviewed:
W9	Paystub	OCCL
Transcript/Transfer form		Approved/Declined:

