



**CAREER AND TECHNICAL EDUCATION NEW TEACHER INSTITUTE (NTI)**

**INSTRUCTIONS**

New Teacher Institute (NTI) is an intensive introduction to teaching for first or second year career and technical education teachers who will be working in a state-approved program at the secondary, adult, and/or postsecondary levels. This program is exclusively for new teachers coming into the education field directly from business or industry.

Date – July 30-August 2, 2017

Location – Hilton Garden Inn, Columbia, MO

MAIL OR FAX COMPLETED REGISTRATION FORMS TO:

Missouri Department of Elementary and Secondary Education  
Office of College and Career Readiness/New Teacher Institute (NTI)  
P.O. Box 480  
Jefferson City MO 65102-0480  
Phone: (573) 751-3500; Fax: (573) 526-4261

**REGISTRATION FORMS ARE DUE BY JULY 1. REGISTRATION WILL BE SUBJECT TO AVAILABILITY AFTER JULY 1.**

**PERSONAL CONTACT INFORMATION**

NAME		
HOME MAILING ADDRESS		
CITY	STATE	ZIP
HOME PHONE	CELL PHONE	
PREFERRED EMAIL ADDRESS		

**SCHOOL INFORMATION**

SCHOOL NAME (Where registrant will be teaching)	COUNTY-DISTRICT CODE	
SCHOOL MAILING ADDRESS		
CITY	STATE	ZIP
SCHOOL PHONE	SCHOOL FAX	
SUBJECT THE REGISTRANT WILL TEACH		
GRADE LEVEL REGISTRANT WILL BE TEACHING DURING THE ____ / ____ SCHOOL YEAR? (Check all that apply) <input type="checkbox"/> SECONDARY (Grade 9-12 or Area Career Center) <input type="checkbox"/> ADULT (Area Career Center of Apprenticeship) <input type="checkbox"/> POSTSECONDARY (Community College/Technical College)		
WILL THE COURSE BE <input type="checkbox"/> ONLINE? <input type="checkbox"/> HYBRID/SOME ONLINE AND SOME FACE TO FACE? <input type="checkbox"/> TRADITIONAL CLASSROOM/FACE-TO-FACE?		

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by person with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator - Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6th Floor, Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email [civilrights@dese.mo.gov](mailto:civilrights@dese.mo.gov)

## GENERAL INFORMATION

HAS THE REGISTRANT PREVIOUSLY TAUGHT IN A PUBLIC CLASSROOM SETTING?

YES  NO

IF YES  FULL-TIME  
 PART-TIME

NUMBER OF YEARS PREVIOUS TEACHING EXPERIENCE?

GRADE LEVEL? (Check all that apply)

- SECONDARY (Grade 9-12 or Area Career Center)  
 ADULT (Area Career Center of Apprenticeship)  
 POSTSECONDARY (Community College/Technical College)

TYPE OF SCHOOL?

- PUBLIC  
 NONPUBLIC  
 CHARTER

SUBJECT AREA(S) TAUGHT?

DOES THE REGISTRANT POSSESS A MISSOURI TEACHER'S CERTIFICATE?

YES  NO

IF YES, INDICATE THE TYPE AND IN WHAT AREA(S)?

IF NO, PLEASE REVIEW THE APPLICATION FOR MISSOURI CAREER EDUCATOR CERTIFICATION WHICH CAN BE FOUND AT <http://dese.mo.gov/educator-quality/certification>

SPECIAL DIETARY NEEDS?

I UNDERSTAND THAT A \$25.00 NONREFUNDABLE REGISTRATION FEE IS REQUIRED WITH EACH APPLICATION.

**MY SIGNATURE BELOW INDICATES I AM COMMITTED TO ATTEND AND COMPLETE NEW TEACHER INSTITUTE.**

SIGNATURE OF REGISTRANT

DATE

SIGNATURE OF ADMINISTRATOR  
(e.g. Area Career Center Director/Community College Dean/Principal)

DATE

ADMINISTRATOR EMAIL ADDRESS

ADMINISTRATOR WORK NUMBER

SUMMER PHONE NUMBER