



# Northwest Georgia RESA

3167 Cedartown Hwy SE • Rome, GA • 30161 • (706) 295-6189

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## Endorsement Application Procedures

In order to be officially enrolled in a Northwest Georgia RESA Endorsement Program, please follow the procedures as outlined below.

- Complete the attached NWGA RESA Endorsement Application – please complete all fields unless marked as optional. Please obtain the HR Director (or designee) signature prior to returning this form.
- Once you have compiled all required documents, please email the completed application packet to Starr Dees at [sdees@nwgaresa.com](mailto:sdees@nwgaresa.com).

**The complete packet should include:**

- **Endorsement Application**
  - **2 Letters of Recommendation**
  - **Copy of Teaching Certificate**
- Complete the online registration process for each course in the endorsement program.

Please note that you will not be officially enrolled in the program until your complete application packet is received; however, you may attend the first day of class.

Bartow • Bremen • Calhoun • Cartersville • Catoosa • Chattooga • Chickamauga • Dade

Dalton • Floyd • Gordon • Haralson • Paulding • Polk • Rome • Trion • Walker

“Equip, Empower, and Serve Educators”



**Endorsement Candidate Application Form**

**Endorsement (choose one):** \_\_\_ Culinary Arts \_\_\_ Computer Science \_\_\_ Dyslexia \_\_\_ ESOL \_\_\_ Gifted \_\_\_ K-5 Math \_\_\_ K-5 Science  
 \_\_\_ Micro Computer Science \_\_\_ Online Teaching \_\_\_ PBIS \_\_\_ Reading \_\_\_ STEM \_\_\_ Teacher Support and Coaching \_\_\_ Work-based Learning

Candidate's Legal Name (First/Last Name)	
Teaching Certification Number	
Email Address	
Date of Birth (mm/dd/yyyy)	
Home Street Address	
Home City, State, Zip	
Telephone Number	
System	
School	
Grade Level(s)	
Subject Area(s)	
Gender (for GaPSC statistical analysis only)	<input type="radio"/> Female <input type="radio"/> Male
Ethnicity (for GaPSC statistical analysis only)	<input type="radio"/> American Indian <input type="radio"/> Asian <input type="radio"/> Black <input type="radio"/> Hispanic <input type="radio"/> Multi-Racial <input type="radio"/> White <input type="radio"/> Other

**Verification of Teaching Experience**

Years of teaching experience\* \_\_\_\_\_

*\*Must have two years' experience or Superintendent Waiver* \_\_\_\_\_ *Human Resources Director's Signature*

**Letters of Recommendation**

**Please attach letters of recommendation from two (2) of your supervisors.** One *must* be from your immediate supervisor (building-level principal or other, if in a non-teaching position). Please advise the individuals writing letters on your behalf that their supervisory relationship to you *must be stated* within the context of the letter.

***My signature verifies my understanding that I will adhere to all program requirements, expectations, evaluation guidelines, program completion expectations, processes, and procedures for the selected endorsement program. I have completed all admission requirements as outlined in the program-specific advisement sheet.***

\_\_\_\_\_  
 Candidate's Signature

\_\_\_\_\_  
 Date