

Helpful checklist for applying to be a NEW CMT (never been appointed or served as a CMT):

- Read the responsibilities and minimum requirements
- Complete the 2024-2025 NEW CMT Application Cover Sheet (DocuSign)
 - you will be prompted to enter your name and email address
 - complete the requested information on the application
 - click on the "finish" button when done
 - you will receive a completed pdf of your application
- Create and submit an application packet which includes:
 - Personal teaching philosophy
 - Resume/Vita
 - Two letters of recommendation (one must be from your principal or assistant principal)
 - In a few pages give reviewers a glimpse of your classroom (pictures, sample work, etc.)
 - Record of Professional Development (printout from Chalkable, spreadsheet, list)

Note: The application packet is a snapshot of you and your classroom. This should not be very lengthy, but rather succinct and provide just a glimpse of your classroom and your teaching. Digital copies are acceptable and can be word documents, screen shots, scanned documents, or pictures taken with your phone.

- Email the application packet to educlinicaloffice@ua.edu

**You will be contacted if additional information is needed to complete your application. If you have any questions or concerns, please contact the Office of Clinical Experiences or a CMT coordinator.

Office of Clinical Experiences

(205) 348-5089

educlinicaloffice@ua.edu

CMT Coordinators:

Elementary schools: Dr. Lisa Fowler, mfowler@ua.edu

Middle and high schools: Dr. Liza Wilson, ewilson@ua.edu