

## APPLICATION FOR ADMISSION

### Waldorf Grades 1-12 World Language Teacher Education Intensive 2019

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#### BIOGRAPHICAL INFORMATION

Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Previous or other names \_\_\_\_\_

Address: Street \_\_\_\_\_

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

Permanent Address (if different than above): Street \_\_\_\_\_

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

Home Phone \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email address \_\_\_\_\_ Last 4 digits of Social Security number \_\_\_\_\_

Date of birth \_\_\_\_\_ I identify my gender as \_\_\_\_\_

Place of birth: City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

Citizenship: US Citizen?  Yes  No Citizen of \_\_\_\_\_ US Permanent Resident?  Yes  No

#### EMERGENCY CONTACT INFORMATION

Please list a contact person in case of emergency.

Last Name \_\_\_\_\_ First \_\_\_\_\_

Relationship to you \_\_\_\_\_

Home Phone \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

## WORK INFORMATION

Please attach a current resumé indicating previous work experience, education, and other achievements or activities in world languages and teaching.

## PERSONAL STATEMENT

Please provide a biographical sketch of yourself including descriptions of the following:

- 1) Your level of experience and proficiency with the world language you are teaching (include your connection to the culture's literature, poetry, and music)
- 2) Your level of experience with education, Waldorf Education, and anthroposophy
- 3) Your involvement with children
- 4) Reasons why you wish to participate in this intensive

Please include any other information that you think may be helpful to us when considering your application.

*(NOTE: If your first language is not English, or if your prior education was completed at a non-English-speaking college or university, please hand-write your personal statement rather than type it.)*

## LETTER OF RECOMMENDATION

A letter of recommendation must be provided from an individual familiar with your world language skills who can assess your suitability for the vocation of Waldorf world language teacher and your ability to complete and be successful in this intensive. Letter must be from a current reference / non-family member **and must be accompanied** by a signed Letter of Recommendation form.

Please indicate below the name of your recommender so that we may easily match their letter with your application. Please provide the attached Letter of Recommendation form to this individual and have them send their letter directly to the Sunbridge Institute Office of Admissions **accompanied by their signed Letter of Recommendation form**.

Name \_\_\_\_\_ Title \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Relationship to you \_\_\_\_\_

## EDUCATIONAL BACKGROUND

### COLLEGE OR UNIVERSITY

Do you have a bachelor's degree?  Yes  No *(Note: Not required for admission)*

If you attended college or university, please list all two- and four-year colleges in chronological order. Use an additional page if necessary.

**Name and Location of College/Univ. / Dates of Enrollment / Major / Degree Earned / Date of Graduation**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

## EDUCATIONAL BACKGROUND *(continued)*

### HIGH SCHOOL GRADUATION

High School Attended \_\_\_\_\_ City / State \_\_\_\_\_

Graduation Year \_\_\_\_\_

**TRANSCRIPTS:** Please send to the Office of Admissions a copy of your high school diploma or, if applicable, a copy of your college diploma/transcript indicating highest educational level earned.

### OTHER PREVIOUS EDUCATION

Have you previously enrolled in a course or attended a workshop or conference at Sunbridge?  Yes  No

If yes, please describe course and list dates and instructors: \_\_\_\_\_

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Do you have any prior study/workshop/conference/coursework in world language teacher education?  Yes  No

If yes, what and when: \_\_\_\_\_

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Do you have any additional prior study/workshop/conference/coursework in Waldorf Education?  Yes  No

If yes, what and when: \_\_\_\_\_

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Have you taken Foundation Studies courses?  Yes  No

If so, where and when: \_\_\_\_\_

Sunbridge World Language students may choose to combine their World Language certificate studies with our Elementary Teacher Education program coursework to pursue a full diploma in Waldorf Elementary Teacher Education with World Language concentration. Are you interested in this option?  Yes  No

How did you learn about Sunbridge's World Language Teacher Education intensive?

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# SUNBRIDGE INSTITUTE FINANCIAL AID APPLICATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Street Address \_\_\_\_\_

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

Country \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Date of Birth \_\_\_\_\_ Last four digits of Social Security number \_\_\_\_\_

## THE FOLLOWING INFORMATION MUST BE INCLUDED IN ORDER TO PROCESS YOUR APPLICATION:

- First page of latest Income Tax Form 1040 (no substitutes)
- Number of adults and number of children in your current household: Adults \_\_\_\_\_ Children \_\_\_\_\_
- Current household income (please include any alimony and any additional outside support): \_\_\_\_\_
- Letter describing your current financial situation. This should include the following:
  - Are you or your child/ren claimed as dependents on another's tax form?
  - What are your current earnings? Earnings of others in your household?
  - Do you receive financial help from another family member or interested person?
  - Is anyone else paying basic expenses such as rent/mortgage, food, or school tuition?
  - Are you or anyone in your current household helping to support others?
  - Have there been or do you expect changes in your financial situation? Please explain.

**NOTE: Your letter should be as detailed as possible so as to enable the Scholarship Committee to make a fair assessment of need.**

I would like to apply for the following financial aid:

- Sunbridge Institute Scholarship (*NOTE: The Scholarship Committee asks that each applicant for financial aid apply for an AWSNA loan, as it is expected that every available source of financial support is utilized. Failure to apply for an AWSNA loan may affect the amount of aid granted by the Committee.*)
- AWSNA Loan to Grant (*requires additional application*)
- AWSNA Matching Grant (*requires additional application*)

Eligibility requirements and additional applications may be found at [www.sunbridge.edu](http://www.sunbridge.edu) under **Teacher Education**.

I certify that all of the information given on this page and in my accompanying documents is true and correct.

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

# ADMISSIONS DISCLOSURES

All applicants whose first language is not English or who have taken their prior education in a non-English-speaking college or university must demonstrate oral and written proficiency in English during the admissions process through a handwritten personal statement and phone conversation. Taking the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) may be required.

Although a background check is not a part of this application, please know that as a Sunbridge program student you will be required to spend time in a Waldorf classroom/s and you will need to comply with each school's policies around school visitors which may include requiring you to undergo a background check.

It is the policy of Sunbridge Institute not to discriminate on the basis of race, ethnicity, color, creed, national origin, age, gender, sexual orientation, religion, or physical handicaps in its admissions, educational programs, or employment policies.

## APPLICATION CHECKLIST

A completed application consists of:

- Application form** (All pages completed; page 6 signed and dated)
- Non-refundable \$50 application fee, payable to Sunbridge Institute** (NOTE: An application submitted without this fee will not be processed. An application submitted less than five weeks before the program begins must include a \$50 late fee.)
- Personal statement**
- Current resumé**
- Transcript** (Please send to the Office of Admissions a copy of your high school diploma or, if applicable, a copy of your college diploma/transcript indicating highest educational level earned.)
- Letter of recommendation** (must be sent directly to the Office of Admissions by the recommender and must be accompanied by a signed Letter of Recommendation form)
- (Optional) **Financial Aid application** (If applying for Financial Aid, please make sure to include all supplemental materials as indicated for the types of aid being requested as described under the Teacher Education / Financial Aid tab at [www.sunbridge.edu](http://www.sunbridge.edu).)

When your application is received, the Admissions Office will notify you via email. We will inform you of any missing materials and, once all materials are in, your completed application will be sent to the Program Director for review. You will then be contacted for an interview.

If you have any questions, please contact our Admissions Office at [info@sunbridge.edu](mailto:info@sunbridge.edu) or 845-425-0055 x20.

## APPLICANT ACKNOWLEDGEMENT AND SIGNATURE PAGE

Please read and initial the following statements. Then review your application thoroughly before adding your signature and date to the bottom of this page. Thank you.

\_\_\_\_ I have read the Sunbridge Institute course catalog  
*Our course catalog may be found at [www.sunbridge.edu](http://www.sunbridge.edu) under Student Services.*

\_\_\_\_ I understand and meet the requirements that program students have technological ability, own or have access to a computer, and have access to an email account.  
*Some coursework requires use of a computer, so students must have basic word processing ability to be able to complete all assignments. Communication between the Institute and program students generally takes place via email.*

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I certify that all the responses on this application are complete and accurate to the best of my knowledge.  
I understand that falsifying any part of this application may result in cancellation of admission and/or enrollment.

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

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285 Hungry Hollow Road / Chestnut Ridge, New York 10977  
845.425.0055 / Fax 845.425.1413  
[www.sunbridge.edu](http://www.sunbridge.edu)

## LETTER OF RECOMMENDATION FORM

Applicant's name \_\_\_\_\_

**APPLICANT:**

Please fill out your name, and sign and date the following Agreement Respecting Confidentiality before sending this form to your letter writer. Please note that this form must be sent with the letter of recommendation directly from your reference. Letters arriving without the completed form or with incomplete information will be returned to the letter writer.

**Agreement Respecting Confidentiality**

*The Family Educational Rights and Privacy Act of 1974 gives students the right to see all references submitted with an admissions application unless the student waives these rights by signing the statement below. Letters of recommendation received with this waiver or without the applicant's signature are confidential.*

I waive  do not waive my right to see this letter of recommendation.

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

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**THIS SECTION TO BE FILLED OUT BY RECOMMENDER:**

Name \_\_\_\_\_

Position \_\_\_\_\_ Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail \_\_\_\_\_

Number of years you have known the applicant \_\_\_\_\_ Do you:  Highly Recommend  Recommend  
 Not Recommend

The person named above is applying to the Waldorf Grades 1-12 World Language Teacher Education intensive at Sunbridge Institute. We appreciate your honest and open evaluation of this applicant's suitability, both academically and otherwise. In a separate letter (written on letterhead, if possible), please address the following areas:

- Maturity
- Level of proficiency and experience in the world language being taught
- Prior experience in working with children, parents, and colleagues
- Capacity for self-reflection and willingness to embark on a journey of self-development
- Familiarity with Waldorf Education and anthroposophy
- Ability to work together collaboratively with a diverse group of adults
- Ability to make and follow through on commitments and responsibilities
- Imagination, creativity, and artistic and practical abilities
- Facility in reading comprehension, verbal expression, and writing in English
- Any concerns regarding the applicant's potential to become a Waldorf world language teacher

**Important:** This form must be completed and, along with your signed letter of recommendation, sent in a sealed envelope by you, the recommender, directly to the Sunbridge Institute Office of Admissions at the above address. Thank you.

Signature of Recommender \_\_\_\_\_ Date \_\_\_\_\_