



**Air Force Association
Aerospace Education Awards**

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Chapter Teacher of the Year Nomination Form

Teacher of Year information is found in Chapter Four of the [Field Operations Guide](#).

[Chapter Teacher of the Year Award](#)

<http://www.afa.org/informationfor/teachers/teacheroftheyear/chapterteacheroftheyear>

The purpose of the program is to recognize classroom teachers at the chapter and state level for their accomplishments and achievements in exciting K-12 students about science, technology, engineering, and math (STEM) and preparing students to use and contribute to tomorrow's technologies. This is a unique opportunity for chapters to recognize and reward outstanding teachers who are furthering excellence in making coming to class an adventure.

Guidelines and Criteria

- Chapters may select one TOY from any grade level for submission to AFA National to receive award components. *If the chapter wishes to recognize more than one Chapter TOYs at either or both grade levels, they may do so, but would need to contact AFA National to purchase additional Chapter TOY award components.*
- AFA elected officers, voting board members, employees, and their immediate family members (spouse/children) are not eligible for this recognition.
- The program runs from January 1 – April 30. AEVPs are encouraged to select Chapter TOYs in time to allow for submission of State TOY nomination package (or National TOY package by May 31), if warranted, and, in time to recognize Chapter TOYs at schools before the end of the school year.
- The Chapter TOY nomination form, below, must be completed.
- The AEVP should have each teacher submit the following to be scanned and attached to the nomination form:
 - 1- A one-page narrative of the teacher's accomplishments and achievements in support of STEM and the impact of these activities on the students.
 - 2- Optional three pages of newspaper articles, other documents, and/or photos that include the teacher with students completing STEM activities (ensure students in photos have media release permission for use).
 - 3- A letter of recommendation/support from a school official, principal or higher.

Note for Chapter AEVP: Fully completed Chapter Teacher of the Year Nomination Form and associated documents should be sent to field@afa.org at least three weeks prior to Chapter TOY(s) award presentation(s) to give AFA National time to provide award components through mail. Only one of the Chapter TOY nomination packages should then be forwarded to the State AEVP for State TOY consideration by date set by State AEVP.

Chapter Name	
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Chapter Teacher of the Year Nomination Form

Chapter AEVP Name		Date	
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Teacher Information

Name			
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E-mail		Daytime Phone	
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Complete Mailing Address			
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Subject(s) Taught		Grade(s) Taught	
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Years in Current Teaching Position		Total Years Teaching	
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School Information

Name		Phone	
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Complete Mailing Address			
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Principal		Principal E-mail	
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Chapter Information

How many Chapter Teachers of the Year are being selected?	
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If two are being selected, are both nomination packages being submitted at the same time for mailing of award components together?	
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Date Award Components are Needed for Chapter Presentation(s)	
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How was teacher selected?	
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Chapter Teacher of Year Nomination Package Component Checklist

One-page Narrative		Letter of Support		Optional 3 pages of documents	
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Chapter President Endorsement

Chapter President's Name		Date	
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E-mail		Daytime Phone	
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Complete Mailing Address for Award Components from AFA			
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