



The Alberta
Teachers' Association



APPLICATION

Nadene M Thomas Graduate Research Bursary

If you have any questions or need assistance completing this application, contact the ATA's Professional Development program area at pd@ata.ab.ca or 1-800-232-7208.



About the Award

Each year, the Alberta Teachers' Association (ATA) awards up to one Nadene M Thomas Graduate Research Bursary. Recipients receive \$5,000, which is paid in two installments of \$2,500: half when the award is conferred, and the balance when the completed research project has been provided to the ATA.

ELIGIBILITY CRITERIA

You **are eligible** to apply for the Nadene M Thomas Graduate Research Bursary if you

- ✓ hold an Alberta permanent professional teaching certificate;
- ✓ have completed at least five years (or 700 days equivalent) of successful K–12 teaching in Alberta, during which time you held the highest level of ATA membership possible;
- ✓ are an ATA member in good standing (ie, you have no ATA dues that are outstanding) and are at the highest possible level of ATA membership at the time of application;
- ✓ are registered in any year of a graduate certificate, diploma or master's degree program in education offered by a recognized public university in Canada;
- ✓ intend to complete or are currently completing a culminating research project (capstone, thesis or other culminating activity worth at least 3.0 credit hours) that focuses on contemporary issues impacting professional practice or public education, or innovative approaches to teaching or school leadership; and
- ✓ intend to continue to contribute to K–12 public education in Alberta upon the completion of your graduate program.

You are **not** eligible to apply if you

- ✗ have previously received a Nadene M Thomas Graduate Research Bursary.
- ✗ are also applying for the ATA Doctoral Fellowship in Education or the Belairdirect Scholarship this year.

WHAT IS AN ELIGIBLE RESEARCH TOPIC FOR THIS AWARD?

If your research topic pertains to teaching, learning, school leadership, the teaching profession or the education system in Alberta, it meets this eligibility requirement. Possible topics include, but are not limited to, the impact of artificial intelligence on teaching and learning, integrating Indigenous world views across subject areas, student and teacher mental health, addressing class size and complexity, culturally responsive teaching, inclusive classroom or school design, gamification or land-based learning approaches, etc.

Eligibility FAQs

WHAT IS THE “HIGHEST LEVEL OF ATA MEMBERSHIP POSSIBLE”?

Teachers who are employed by public, separate and Francophone school divisions in Alberta are active members of the ATA, which is the highest level of membership possible.

All other teachers in the province (including those who are employed at schools operated by First Nations education authorities, the provincial government, and charter or private school societies); those who are retired, unemployed or engaged in full-time study; those who work in faculties of education in Alberta and in certain roles in Alberta's education system are not eligible for active membership, but may purchase associate



membership in the ATA. Visit the ATA website, or click or scan the QR code for more information.

WHAT IS A “RECOGNIZED PUBLIC UNIVERSITY IN ALBERTA OR CANADA”?

For the purposes of determining award eligibility, the ATA will recognize

- the following Alberta-based universities that have either a long-standing relationship or memoranda of understanding with the ATA: Ambrose University, Concordia University of Edmonton, Mount Royal University, St Mary's University, the King's University, the University of Alberta, the University of Calgary and the University of Lethbridge;

- other Canadian postsecondary institutions that are listed as universities in the Government of



Canada's list of designated educational institutions. Click or scan the QR code to view the list.

DOES “SUCCESSFUL K-12 TEACHING” INCLUDE MY WORK AS A SCHOOL LEADER?

Absolutely! For the purposes of this award, successful “teaching” includes leadership work at the school and division level.

Required Documents

If you are eligible to apply, your application package and all required documents must be received by **February 28, at 5 PM**. The ATA scholarship subcommittee will only review complete application packages that are received by the deadline.

APPLICATION REQUIREMENTS

Your application package will be **accepted** if it includes

- ✓ the completed and signed application pages included at the back of this of this booklet;
- ✓ proof of current registration in of an eligible graduate program at a recognized university in Canada;
- ✓ official transcripts for all undergraduate and graduate coursework you've completed to date; and
- ✓ three dated and signed letters of reference, each no longer than two pages in length, that attest to your exemplary K–12 teaching practice, contributions to the ATA and to public education and academic achievement.

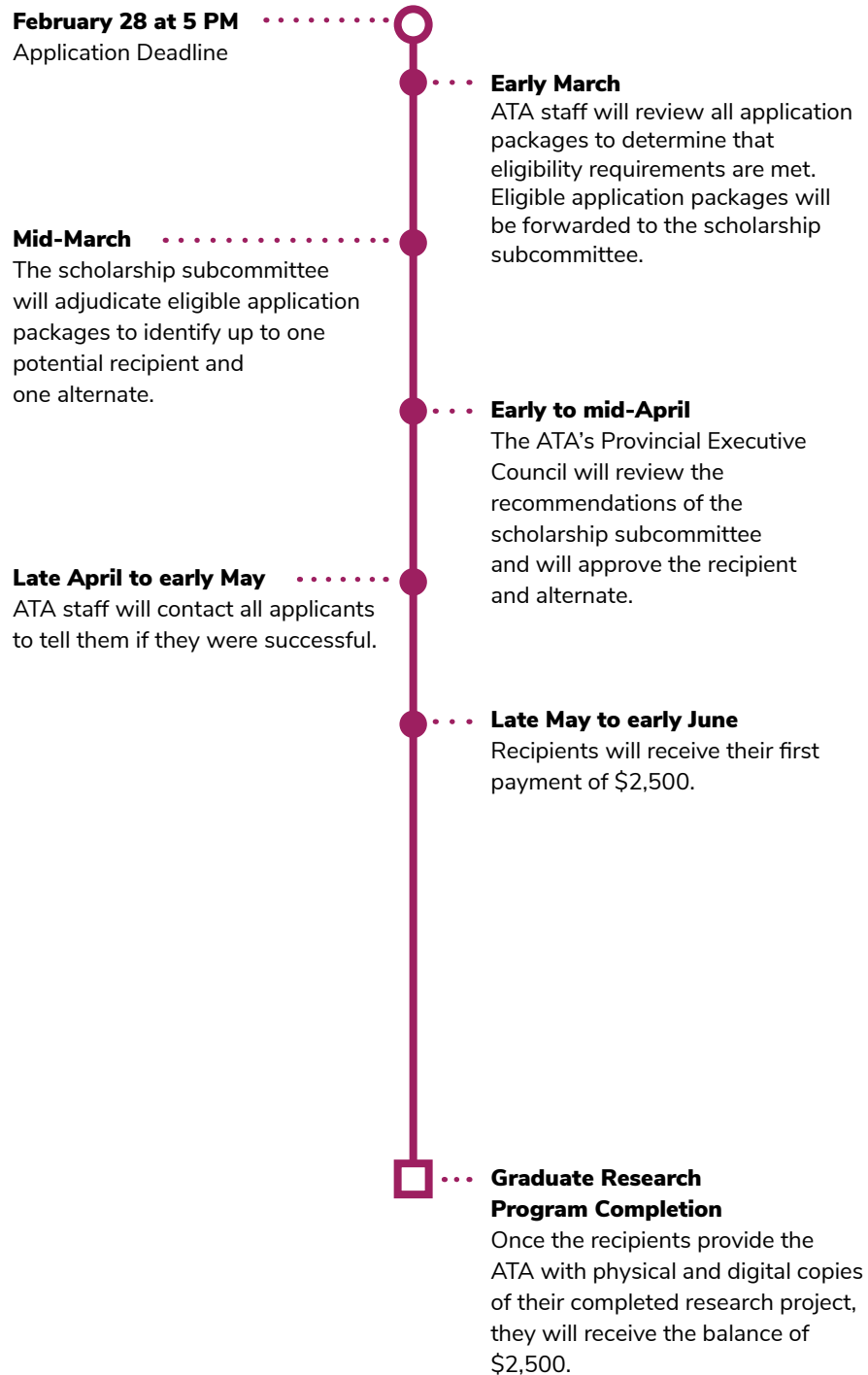
Your application package will be **rejected** if

- ✗ any or all of the required documents listed on the left are received after the deadline;
- ✗ the application pages are not completed or are not signed;
- ✗ transcripts are not official copies;
- ✗ more than three letters of reference are provided, or any individual letter is more than two pages in length; or
- ✗ any additional unsolicited documents (such as your résumé, curriculum vitae or photographs) are included.

COMPLETION REQUIREMENTS

Bursary recipients are required to provide the ATA with a physical, bound copy and a digital copy of their completed research once it is complete.

Timeline



Other FAQs

WHAT HAPPENS IF I RECEIVE A BURSARY, BUT I'M NOT ABLE TO ACCEPT IT?

This award cannot be deferred. If a recipient becomes ineligible or is unable to accept the bursary, the alternate will be notified that they are a recipient.

WHAT MAKES A TRANSCRIPT “OFFICIAL”?

Transcripts are considered official if the ATA receives them directly from your postsecondary institution either as

- hardcopies bearing the signature of the institution's registrar, sent to the ATA by mail in a sealed envelope; or
- digital copies that are shared by the institution via email to pd@ata.ab.ca or through MyCreds.ca

Any other transcripts or grade reports will not be accepted.

WHAT MAKES AN EFFECTIVE LETTER OF REFERENCE?

The scholarship subcommittee reviews dozens of letters of reference every year. Make sure that your letters of reference are effective by ensuring they

- **are specific**—each letter directly addresses the award criteria (ie, your exemplary K–12 teaching practice, contributions to the ATA and to public education and academic achievement).
- **are descriptive**—each letter is written by an individual who is able to provide detailed examples that demonstrate how you meet or exceed the award criteria.
- **add value**—each letter enhances your overall application by sharing new information that the subcommittee cannot ascertain from your application form, transcripts or other letters of reference.

DO I HAVE TO REPORT MY BURSARY WHEN I FILE MY TAXES?

Yes. Bursary income is taxable. The ATA will provide recipients with a T4A slip to report the two payments of \$2,500 for the tax years when these funds were paid. Recipients who apply late in their graduate programs should be aware that the full amount of \$5,000 may be paid within a single tax year.

How to Apply

The complete application package, including the application form on the following pages of this booklet, letters of reference, proof of admission or registration and official transcripts can be submitted using the following methods.

MAIL

TECC Scholarship Subcommittee
Alberta Teachers' Association
11010 142 Street NW
Edmonton AB T5N 2R1

Registered mail is strongly recommended.

EMAIL

pd@ata.ab.ca

MYCREDS

Official transcripts can be submitted online through [MyCreds.ca](https://mycreds.ca)



HAVE QUESTIONS?

Contact the ATA's Professional Development program area at pd@ata.ab.ca or 1-800-232-7208.

Contact, Membership and Employment

The information you provide on this page will be used to verify that you meet the eligibility criteria for this award. Personal information (including your name, age and contact information) will be redacted and will not be shared with the scholarship subcommittee.

IDENTIFICATION

| | |
|------------|-----------------------------|
| First Name | |
| Last Name | |
| Pronouns | Date of Birth YYYY/MM/DD |

CONTACT INFORMATION

| | |
|----------------------|---------------------|
| Home Mailing Address | |
| City/Town | Province |
| Postal Code | Home/Mobile Phone # |
| Email | |

CERTIFICATION

| | | |
|--|--|---|
| Alberta Teaching Certificate # | | |
| Certificate Type | | |
| <input type="radio"/> Permanent Professional | <input type="radio"/> Interim Professional | <input type="radio"/> Letter of Authority |

MEMBERSHIP AND EMPLOYMENT

| |
|--|
| <p>Current Level of ATA Membership</p> <p> <input type="radio"/> Active <input type="radio"/> Associate <input type="radio"/> Life <input type="radio"/> None </p> |
| <p>Current ATA Local (if applicable)</p> |
| <p>Current Employment Status</p> <p> <input type="radio"/> Full or part time <input type="radio"/> Substitute <input type="radio"/> On Leave <input type="radio"/> Retired <input type="radio"/> Other </p> <p>If "other," please specify: _____</p> |
| <p>Current School Division (if applicable)</p> |

TEACHING AND SCHOOL LEADERSHIP EXPERIENCE

| Position | School Division In reverse chronological order with your current or most recent employer at the top | Location City/town and province, or country if not in Canada | Employment Period YYYY MM–YYYY MM |
|-----------------|---|--|---|
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If you have additional teaching experience that can't fit in the table above, provide the relevant information here. (50 words maximum)

Education and Research

PREVIOUS POSTSECONDARY EDUCATION

| Institution Attended | Registration Period YYYY MM–YYYY MM | Degree/ Diploma eg, BEd, MA | Discipline/Program or Major and Minor | Status Completed, In Progress, etc |
|----------------------|--|--------------------------------|--|--|
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If you have additional postsecondary education that can't fit in the table above, provide the relevant information here. (50 words maximum)

GRADUATE PROGRAM

| | |
|------------------------|---------------------------------|
| Institution | |
| City/Town | Province |
| Faculty/ Department | Degree (MEd, MA) |
| Start Date YYYY/MM | Anticipated End Date YYYY/MM |

RESEARCH AND IMPACT

Provide a brief description of the research study you intend to complete during your graduate program.
(150 words maximum)

Briefly describe the potential impact of your research on teaching, learning, school leadership or public education.
(75 words maximum)

Following the completion of your graduate program, how do you plan to continue to contribute to K-12 public education in Alberta? (50 words maximum)

Exemplary K–12 Teaching and School Leadership

DEMONSTRATION OF EXPERIENCE

How have you demonstrated exemplary K–12 teaching and school leadership during your career? Provide specific examples, such as how you have

- developed productive relationships and established inclusive learning environments;
- promoted student growth through innovative teaching/leadership practices and the thoughtful application of technology and research; or
- actively modelled your commitment to the Truth and Reconciliation Commission's calls to action through individual, classroom and school activities.

(300 words maximum)

AWARDS AND NOMINATIONS

List any awards or nominations you have received in recognition of your exemplary K–12 teaching or school leadership.

| Award or Nomination | Issuing Organization | Date (YYYY MM) |
|---------------------|----------------------|-------------------|
| | | |
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If you have additional awards or nominations related to your teaching or school leadership that can't fit in the table above, provide the relevant information here. (50 words maximum)

Contributions to the Association

ELECTED AND APPOINTED POSITIONS

List any elected or appointed positions you have held in ATA subgroups (ie, ATA locals, convention associations, specialist councils and bargaining units) or in the provincial ATA (eg, Association instructors, Association administrator instructors, PD facilitators, Indigenous Education PD facilitators).

| Position/Role | Provincial ATA or ATA Subgroup | Period (YYYY-YYYY) |
|---------------|--------------------------------|-----------------------|
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If you have additional ATA elected or appointed positions that can't fit in the table above, provide the relevant information here. (50 words maximum)

Contributions to Public Education

DEMONSTRATION OF CONTRIBUTION

Aside from your work as a teacher or school leader, how have you contributed to public education in Alberta? Provide specific examples, such as how you have

- contributed to the professional development of other teachers and school leaders through presentations at conferences, teachers' conventions, workshops and webinars.
- mentored new teachers and school leaders or supervised education students during their practicum experiences.
- instructed undergraduate and graduate courses in education or contributed to educational research efforts.
- shared insights about teaching, learning and leadership through publications, blogs, vlogs or podcasts.
- volunteered with organizations or community groups that are focused on education-related topics or issues.

(300 words maximum)

Reference Letters

Three dated and signed letters of reference are required to support your application. Please list your referees here.

REFEREE 1

| | |
|----------------|-------------------------------|
| Name | |
| Title/Position | Relationship to the applicant |
| Organization | |
| Email Address | Phone # |

REFEREE 2

| | |
|----------------|-------------------------------|
| Name | |
| Title/Position | Relationship to the applicant |
| Organization | |
| Email Address | Phone # |

REFEREE 3

| | |
|----------------|-------------------------------|
| Name | |
| Title/Position | Relationship to the applicant |
| Organization | |
| Email Address | Phone # |

Checklist and Declaration

SUBMISSION CHECKLIST

You are ready to submit your application package if you have

- completed all of the required pages in this application booklet;
- evidence that you're currently registered in an eligible graduate program at a recognized public university in Canada;
- arranged for official transcripts for all undergraduate and graduate coursework you've completed to date to be sent to the ATA by mail, email or MyCredits.ca; and
- gathered three letters of reference that
 - are dated and signed;
 - are no longer than two pages in length each; and
 - specifically address your exemplary K–12 teaching practice, contributions to the ATA and to public education and your academic achievement.



Please review your entries!

The text boxes on this form have strict character limits. Please double-check that none of your answers have been truncated. If any text has been cut off, please adjust your answer to fit within the space provided.

DECLARATION

By signing or typing your name below, you declare that

1. all the information provided in your application and supporting documents is truthful and accurate;
2. you have not been found guilty of unprofessional conduct or professional incompetence nor have you engaged in any activities that, if made public, could possibly tarnish the reputation of the Alberta Teachers' Association and/or the ATA Doctoral Fellowships in Education; and
3. you understand that making any false representations could result in the disqualification of your application, the revocation of fellowship funds and ineligibility for future ATA awards.

Signature
or typed
name

Date

The Alberta Teachers' Association requires the information contained in the application forms in order to conduct the professional and business affairs of its membership and will collect, use and disclose the personal information about you accordingly. For inquiries, objections or concerns about how the Personal Information Protection Act applies to your personal information, please refer to the privacy policy on the Alberta Teachers' Association website or call 1-800-232-7208 and ask to speak to our privacy officer.

End of Application Form

The following page is for Alberta Teachers' Association staff use only.
Please include it with your application forms.

FOR ATA STAFF USE ONLY

Graduate Research Bursary Applicant Intake

Applicant's Name in the Membership Database (if different than provided):

Association Local in the Membership Database (if different than provided):

ELIGIBILITY AND DOCUMENT RECEIPT

- Member holds an Alberta permanent professional teaching certificate?
- Member is currently at the highest level of Association membership possible?
- Member is in good standing (ie, has no outstanding dues)?
- Member has 5 years (or 700 days equivalent) of K-12 teaching experience in Alberta?
- During this 5 year (or 700 day) period, member was at the highest level of membership possible?
- Member has not received the graduate research bursary previously?
- Member is not concurrently applying for other Association fellowships or scholarships?
- Graduate program is at an eligible public university in Canada and meets the credit hour requirement for its culminating research project?
- Member has provided documentary proof that they are currently registered in their graduate program?
- Official transcripts have been provided for all undergraduate and graduate coursework completed to date?
- Three letters of reference have been provided that
 - are dated and signed?
 - are no longer than two pages in length each?

Notes

Initials of Reviewer

Date

