



The Alberta Teachers' Association

REQUEST FOR INDUCTION MATERIALS

Local _____

Date of induction ceremony _____ Deadline for delivery of materials _____

***Must be submitted at least three weeks prior to the deadline delivery.**

INDUCTION KITS include the following:

- Guidelines for Organizing a Professional Induction Ceremony
- Induction certificate
- Induction card (pledge printed on reverse)
- ATA induction certificate holder
- ATA lapel pin

Please indicate the number of sets of materials required in each language. All items are available in both French and English.

TOTAL NUMBER OF KITS REQUIRED: English _____ French _____

ADDITIONAL MATERIALS

The following items may also be ordered with induction kits.

<i>Item</i>	<i>Number Required</i>
ATA retirement certificate(s) available upon request	

ATA-branded promotional items are available for order through the ATA Store at [ATA store | Alberta Teachers' Association](#).

MAIL/COURIER INSTRUCTIONS

Name _____ Local position _____

Mailing address _____

_____ Postal code _____

Phone (school) _____

E-mail _____

Hold for pickup at Barnett House ☐ (pick up not available until building reopens in early 2027)

Other instructions _____

FOR OFFICE USE ONLY

Date request received _____ Date materials sent _____

Please e-mail this completed form to pd@ata.ab.ca at least three weeks prior to the deadline for delivery of materials. If you have any questions or require further information, please contact the Professional Development Program Area at 1-800-232-7208 or 780-447-9400.