

VIRGINIA DEPARTMENT OF EDUCATION

APPLICATION

**TEACHER OBSERVER PROGRAM
2025 GOVERNOR'S WORLD LANGUAGE ACADEMIES**

Please contact [VDOE](#) for assistance.

Language Academy for which you are applying:

French
 German

Spanish
 Japanese

Latin

Presenter

In-Service Teacher

Arrival date requested: _____

Departure date requested: _____

Tentative arrival time: _____

Tentative departure time: _____

1. Your Name:

2. Name of Public School Division (*Private schools list "Private"*):

3. Name of School:

4. School Telephone Number: () - ext.

5. Home Address:

6. Preferred Telephone Number: () - Cell Home

7. Preferred Email Address:

8. Number of years you have taught this language:

9. Current teaching assignments:

1st period:

5th period:

2nd period:

6th period:

3rd period:

7th period:

4th period:

8th period:

Please answer the following questions using the expandable forms below or on a separate page and attach it to the application form:

10. List any other World language-related activities or projects for which you have been responsible during the past two years (world language clubs, department chair, student travel abroad, etc.).
11. Explain why you are interested in participating in this professional development opportunity and how the World language program in your school will benefit from your participation.

If selected, I agree to participate fully in all activities designed for me and will speak only in the approved language(s) of the Academy at all times.

Signature of Applicant

Date

Certification of Support and Eligibility

Name of Applicant's Principal, Supervisor, or Program Advisor: _____

Phone No. (_____)_____ - _____

I support _____'s participation as an observer at the 2025 Governor's World Language Academies. I certify that the above-named applicant meets the eligibility requirements and (please check one):

has a background check on file with the school or school division.

does not have a background check* on file with the school or school division.

Signature of Applicant's Principal or Supervisor

Date

**Applicants whose current employer cannot provide verification of a background check must submit to and pass a background check prior to the start of the observation period.*

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TEACHER OBSERVER PROGRAM
FOR WORLD LANGUAGE TEACHERS
2025 GOVERNOR'S WORLD LANGUAGE ACADEMIES

Directions for Submission

Before you submit, check your application for the following:

- Language Academy is selected.
- Arrival and departure dates fall within the acceptable time period (second week of the Academy).
- Contact information is correct and current.
- Answers for questions 10 and 11 are attached (if completed on separate page).
- Applicant has signed and dated the form.
- Name and contact phone number of principal or supervisor is filled in.
- Principal or supervisor has signed the form.
- Appropriate background check* box is marked.

**Applicants whose current employer cannot provide verification of a background check must submit to and pass a background check prior to the start of the observation period. Please contact the program coordinator listed below to discuss arrangements for completion of a background check, if needed, after acceptance to the Teacher Observer Program.*

Submit the application in its entirety (excluding direction pages) as an attached PDF formatted file by email (strongly preferred) or by mail to the appropriate program coordinator below by **May 1, 2025**:

French, German, Spanish

Dr. Dick Kuettner, Program Coordinator
Governor's World Language Academies
408 Tucker Hall
Washington & Lee University
204 W. Washington St.
Lexington, VA 24450

Japanese, Latin

Dr. Bartolo Natoli, Program Coordinator
Governor's World Language Academies
Department of Classics
Randolph-Macon College
P.O. Box 5005
Ashland, VA 23005-5505

Email: kuettnerd@wlu.edu

Email: bartolonatoli@rmc.edu