

## GYO Employee Candidate Portal : Completing the Application - Employees

Employees can access the application through the link that is emailed to them upon nomination.

### Employee Contact Information

- Contact information will be completed by the district but may be updated by the employee.

The screenshot shows the 'Contact Information' section of the application. At the top, it says 'GROW YOUR OWN TEACHER SCHOLARSHIP APPLICATION [Employed Applicant]' and 'Application last updated February 14, 2024'. There is a button for 'App Status: Incomplete', a green 'Save' button, and a red 'Logout' button. Below this is a paragraph of instructions: 'Please complete the following application. The App Status button at the top-left of this application will appear Green and will say "Complete" when your application is ready for review. You do not need to complete the application in one sitting. Please make sure to select Save if you make any changes. You may return to this site at any time to finish your application. If you have any questions, please email gyo@highered.ohio.gov.' The 'Contact Information:' section includes fields for Name (Suzy, Employee), Email (suzyemployee@noemail.com), Address (12345 Any Street), City (AnyTown), State/Zip (OH, 43235), Phone (555-555-4444), and Date of Birth (08/01/1990).

### Employment Information

- If a candidate is employed by an ESC, the district of placement will be the district that submitted the nomination.

The screenshot shows the 'Employment Information' section. It includes a radio button for 'Employed at ESC' with 'NO' selected. The 'District of Employment' is 'Sample City SD'. The 'Current Position Title' is 'Long Term Substitute'. The 'Educator State ID' is 'TU123456789' and the 'Paraprofessional' checkbox is checked. The 'Date License/Permit Received' is '08/01/2023'. There is a link for 'Lookup your certification/licensure'.

### Employee Education Information

- Candidates must include high school graduation information and any post secondary information.
- If you have attended multiple institutions, list all in the "institution attended" field, separated by semi colons. (Ex. ABC University; ABC State)
- Included credits earned at all institutions.

The screenshot shows the 'Education Information' section. It includes a radio button for 'HS Diploma or Equivalent' with 'YES' selected. The 'Graduation Year' is '2008'. A radio button for 'Postsecondary degree/credits?' has 'NO' selected. The 'Institution Attended' field is 'Institution Attended'. The 'Degree' field is 'Degree'. The 'Major' field is 'Major'. The 'If no degree, credits earned:' field is 'Credits'.

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### Teacher Specifications

- Candidates must identify their areas of interest. The school district has identified their areas of need that are displayed in red.
- Candidates must identify the teacher preparation program or community college they plan to attend and the semester in which they will begin. Candidates must include a statement of why they would like to become a teacher.
- Candidates can link to a resume or upload a resume.

**Teacher Specifications:**

Areas of Interest:   
School district needs: Mathematics grade 4 level a-c. Social emotional learning certifications

Planning to Attend: Institution where you intend to complete your teacher preparation program.

Have you been accepted?  YES  NO

Community College? Do you intend to start at a community college and transfer to an institution with a teacher preparation program? If yes, what community college do you plan to attend?

Funding Start:

Expected Program Completion:

Why become a teacher?

Resume:

Resume Doc/File:

### Acknowledge Requirements

- Candidates must acknowledge program requirements prior to submitting.

**Please confirm the following:**

I will file a statement of service status in compliance with section 3345.32 of the ORC, if applicable. This is required before any payments can be made pursuant to the Ohio Grow Your Own Teacher Scholarship Program. See <https://www.sss.gov/verify/proof/> for more information.

TRUE  FALSE I have not plead guilty to, been convicted of, or adjudicated a delinquent child for any violation listed in section 3333.38 of the ORC

TRUE  FALSE I will file a statement of service status in compliance with section 3345.32 of the ORC, if applicable. This is required before any payments can be made pursuant to the Ohio Grow Your Own Teacher Scholarship Program. See <https://www.sss.gov/verify/proof/> for more information.

TRUE  FALSE I understand that I must complete the FAFSA within thirty (30) days of receiving my acceptance letter in order to receive a GYO Teacher scholarship.

Please select Save at the top of this application to save your changes. You may come back to your application later if you are unable to complete the entire application at this time.

**By submitting this application, I confirm that all the information provided is true and accurate, that I want to participate in the Grow Your Own Teacher Scholarship Program, and that I understand the requirements of the program including the requirement to work for four years at my school within six years of graduating from a teacher preparation program.**

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### Application Status

- If any of the required items are missing, the application status will remain "In Progress". To view the missing items, click the "Status" button.
- The application status will show as **"Complete"** when all required fields have been populated.
- Candidates can return to their application and update their information, even after the application is complete.

App Status: In Progress 4 notes Save Logout

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- Please enter your teaching areas of interest
- Please select funding start year.
- Please enter the funding start year.
- Please explain why you wish to be a teacher.

App Status: complete Save Logout