

**Application Checklist for All Applicants**

**□** Teaching Portfolio for your desired membership level

**□** Letter of Support from Chair/Supervisor

**□** CV

**□** Supplemental material submitted as Evidence of Quantity, Quality and Engagement. Including but not limited to:

* Copies of teaching evaluations
* Teaching Evaluations Table ([see template on website](https://www.med.uvm.edu/teachingacademy/apply))
* Letters of acknowledgment
* References to national work
* Feedback on a new resource you created

**□** Verify that all information is accurate and complete, and sign page 1 of Portfolio

**Additional Items for Resident/Fellow/Post-doc Applicants**

**□** Include in your Statement of Intent the anticipated end date of your program (page 2 of Portfolio)

**□** Project Description

**□** Signature indicating project mentor has reviewed your Portfolio

**□** Letter of Support from Teaching Academy Sponsor. If your project mentor is someone different than your Teaching Academy sponsor, please include an additional letter of support.