



# Hawai`i *Writing* Project



*“Supporting local literacy leadership”*

## REGISTER FOR HWP SUMMER INSTITUTES

### **HWP Institute:**

#### **Step 1: Complete the Following Information**

Name:

Home Phone:

Email(s):

Home Address:

City, State, Zip:

School/Complex:

Grade Level(s):

Subject(s):

Years Teaching Experience:

Highest Degree/Seeking Degree:

#### **Step 2: Write a Personal Statement**

- A. Describe yourself as teacher, learner, and writer.
- B. Describe how you currently teach and use writing & reading in your classroom.
- C. Describe your interests in a topic related to the institute, which you would like to explore through professional development and classroom inquiry.

#### **Step 3: Obtain Two Letters of Reference**

Have one colleague and one administrator at your school write a letter explaining why they believe you are a promising or exemplary teacher, and would contribute to the institute. Your administrator should also state how you would be able to share your institute experiences with other teachers.

#### **Step 4: Mail or Fax the Application Materials to:**

Hawaii Writing Project

UHM College of Education

1776 University Ave. Everly Hall, 22A

Honolulu, HI 96822

Attention: Rhonda Nowak, HWP Director

FAX: 808-956-7191

#### **Step 5: Attend the Group Informational Session**

Applicants who are accepted into the institute must attend a group meeting in Spring 2009. This 1½ hour “getting-to-know you” session will clarify expectations of the institute and will include a writing activity related to the institute topics.

If you have any questions about the institutes, please contact Rhonda Nowak, HWP Director, at [rnowak@hawaii.edu](mailto:rnowak@hawaii.edu) or 808-956-5359.