



Portfolio Check List

This portfolio check list must be included as the portfolio cover sheet for the nomination application.

- Nomination Portfolio Check List (this page)
- Nominator Information Form (part of online form)
- Nominee Information Form (part of online form)
- Nominator Recommendation of not more than 750 words submitted by the nominator according to the guidelines outlined under the “Who is Eligible?” section of this award’s web page
- A current curriculum vitae or resume that includes a list of the nominee’s honors, professional activities, and additional evidence of service to the profession; **Note: this must be limited to no more than two pages and the activities listed must have occurred within the past five years**
- A statement by the nominee of not more than 500 words that describes the nominee’s teaching philosophy or commitment to the profession
- At least one, but no more than three, letters of support. One letter, of no more than 400 words, must be from the teacher’s current principal or supervisor. Additional letters of support, of no more than 400 words, may be sent by colleagues, members of the American Chemical Society, who are familiar with the nominee’s achievements, or former students and parents of former students.
Note: some commentary on student reaction to the work of the nominee in either the nominating letter or the of the current principal or supervisor is essential for a well-rounded portfolio.

Submit this Portfolio Cover Sheet along with all other required items at www.sazacs.org/high-school-teacher-award.html. The nominator and nominee information is completed online, but you can also include that information as part of the nomination portfolio.

If you have any questions related to the High School Teacher Award, contact the Awards Committee Chair, Laura Stratton at metalsdoctor@gmail.com