NPTNJ Letter of Agreement - Stage I

This form must be signed before a student may begin Stage I of NPTNJ

Stage I Enrollment Option
• I understand, if enrolled in the Stage I noncredit option, I will not be able to retroactively obtain the four (4) Stage I graduate credits if I switch to the graduate option in Stage II. If I switch from graduate credit to noncredit in Stage II, I will keep the four (4) graduate credits earned in Stage I.

• I understand that the graduate credits I earn in the NPTNJ program will be accepted by the NJCU graduate programs listed on the NPTNJ Application, upon application to and acceptance into one of these graduate programs.

Payment and Completion Requirements
• I understand that any payment agreement that I make with the community college is my responsibility and must be paid in full before I will be issued a certificate of completion for the NPTNJ program.

• I understand I must earn a minimum grade of B to successfully complete Stage I and to be eligible for Stage II. I understand B- is not considered a B.

Provisional Teacher Job Requirement
• I understand I must have a provisional teaching job with a CE in the subject I will teach to enter Stage II of NPTNJ.

• I understand I am solely responsible for my job search and obtaining a provisional teaching position.

• I understand I must submit an official document showing I have been hired as a provisional teacher, either full or part time, in the area of my CE, before starting Stage II. This may be in the form of a contract or letter from the school district or building principal.

• I understand a substitute replacement job is acceptable 1) if the assignment is, at a minimum, September through January and 2) if the district will enroll me in the Provisional Teacher Program.

• I understand that the school district that has employed me has the responsibility to register me as a provisional teacher in the NJDOE Provisional Teacher Program (PTP). I understand it is my responsibility to follow up with my district to make sure this has been done.

I have read, understand, and agree to all items on this agreement.

Student Name (please print): __________________________________________

Student Signature: ____________________________ Date: ____________

Revised 7/2010