

*[Date]*

*[Principal or appropriate school official]*

*[School name]*

*[School address]*

RE: Grow Your Own Teacher Scholarship Program-Petition for release time

To whom it may concern,

This petition is designed to satisfy the requirements set forth by the Grow Your Own Teacher (GYOT) scholarship program (21-21P NMSA 1978). The program requires that I petition my school requesting professional leave for college classes, examination and practice teaching required to complete the college of education's program of study and become a teacher.

My application to become a GYOT scholarship recipient will be considered by the college of education. To be considered for the program, I must have been a school employee in a New Mexico public school in a position that works directly with students for at least two years and in good standing with the New Mexico Public School and school district. I must apply for an undergraduate teacher preparation program, petition my school requesting professional leave and submit a Free Application for Federal Student Aid (FAFSA) demonstrating Pell eligibility. I can continue to be part of the GYOT scholarship program as long as I remain at least a half-time student, achieve satisfactory academic progress, remain in compliance with the GYOT rules and I do not exceed scholarship expenditures of more than \$6,000 per year for more than 5 years.

Per the guidance provided by the New Mexico Higher Education Department and the New Mexico Public Education Department, schools may use Title II funds to pay for substitutes required to accommodate participation of educational assistants in the GYOT program.

If you have questions about the scholarship program, please contact the college of education or Dr. Harrison Rommel, State Director of Financial Aid, New Mexico Higher Education Department.

Sincerely yours,

*Name*

*Title*

*School*

*School District*