

**Education
Excellence Day**

Nomination Form

Outstanding Teacher Category

Vision:

Contribute to promoting innovation and excellence in Qatari society.

Mission:

Inspire creativity and excellence in the Qatari people and advance educational progress by adopting international standards, implementing quality programs, and integrating individual and institutional efforts in education.

Objectives:

- 1- Recognize the outstanding sons of Qatar, honor them and reward them.
- 2- Inspire educational excellence and encourage all individuals and educational institutions to improve their performances.
- 3- Advocate for knowledge and scientific research.
- 4- Encourage innovation among students, researchers and educational institutions.
- 5- Promote a spirit of competition between individuals and educational institutions.
- 6- Guide individuals and institutions to strive for excellence in all fields that serve to advance the State's development.

General Guidelines

- 1- The teacher must fill out a nomination form and be sure that all the accompanied attachments and information are correct.
- 2- Evidence and documents should only be from the last three years.
- 3- Provide photocopies of the required documents and keep the original documents.
- 4- Enclose the nomination form with attachments, documents and evidence.
- 5- Arrange the attachments, documents and evidence so that each criteria is separated with its attachments. Include an index with sub-criteria and documentation type.
- 6- Arrange any additions or explanations with the affiliated criteria.
- 7- The assessment score will not be considered if the accompanying documents, evidence, or reference No. are missing.
- 8- Acceptable attachments include A4 size paper, tapes, videos, CD's, DVD's, Photos, or evidence and documents with graphs and diagrams.

Conditions

The teacher must:

- 1- Be of a Qatari nationality (a copy of the ID card must be provided).
- 2- Have spent 5 years or more in teaching.
- 3- Currently be a teacher.
- 4- Have a Bachelor degree.
- 5- Have an educational qualification.
- 6- Have received an excellent evaluation (90% or more) in the annual report in the last three years (official copies of the annual report must be provided).
- 7- Have not won the Educational Excellence Award in the last five years.
- 8- Adhere to the profession ethics and code of conduct (recommendation letter from the principal and educational supervisor / subject coordinator must be provided).

Decisions of the judging committees are final and not open to revision or amendment

Personal information of the nominated teacher

Photo		
Name of Applicant		
Academic Qualification		
Year of Graduation	Years of experience	
Educational Qualification		
Subject he/she teaches		
School Level	<input type="checkbox"/> Secondary	<input type="checkbox"/> Elementary Primary <input type="checkbox"/>
School Address		
E-mail	Fax/	
Telephone	P.O. Box/	
Candidates Address		
Mobil Phone	Work Phone	
Fax	P.O. Box/	
E-mail		

Fill out Instructions

- 1- All the information must be filled out completely and accurately using black or blue ink.
- 2- The candidate's full name must be written in both Arabic and English because that name shall appear on the excellence certificate. No modification will be accepted later on.
- 3- The form will not be accepted if there is any scratch or amendment on it.

Assessment Criteria for teacher

1- Planning

No.	Sub-Criteria	Evidence	
		Available	Unavailable
1/1	Designed and developed an implementation plan in his filed for an entire school year		
1/2	Evaluation of the final plan		

2- Teaching And Learning

1/2 Teaching and Learning Environment

No.	Aspects	Evidence	
		Available	Unavailable
2/1/1	Organized learning environment in a way that supports teaching and learning		
2/1/2	Arranged a learning environment where the students are appreciated for their ideas and opinions		
2/1/3	Adopted methods that encouraged cooperative and supportive relations between students		
2/1/4	Applied organizational procedures to manage the educational situation		

2/2 Teaching and Learning Strategies

No.	Aspects	Evidence	
		Available	Unavailable
2/2/1	Employed teaching and learning methods that corresponded with lesson objectives		
2/2/2	Used a variety of methods to engage students in active learning		
2/2/3	Assessment of the effectiveness of teaching and learning methods		

2/3 Teaching and Learning Technologies

No.	Aspects	Evidence	
		Available	Unavailable
2/3/1	Use of modern educational techniques that meet lesson objectives		

2/3/2	Designed and produced educational tools and techniques		
2/3/3	Students involved in designing and producing modern educational tools		
2/3/4	Used modern educational techniques		

3- Assessment

No.	Sub-Criteria	Evidence	
		Available	Unavailable
3/1	Developed achievements tests		
3/2	Prepared test specifications table		
3/3	Analyzed the results of the achievements test		
3/4	Applied the results of the achievements test to improve the education process		
3/5	Designed a self assessment plan for teachers' performance		
3/6	Applied modern tools and methods in measuring student performance		

4- Student welfare

No.	Sub-Criteria	Evidence	
		Available	Unavailable
4/1	Programs and methods used to take care of different groups of students		
4/2	Evaluated student welfare programs		

5- Professional Development

No.	Sub-Criteria	Evidence	
		Available	Unavailable
5/1	Participated in workshops and training courses		
5/2	Participated in conferences, seminars, and lectures		
5/3	Prepared procedural research		
5/4	Membership in professional organizations and entities		
5/5	Applied the results of the professional development programs at work		

6- Parents and community partnership

No.	Sub-Criteria	Evidence	
		Available	Unavailable
6/1	Procedures the teacher used to communicate with parents		
6/2	Activities and volunteer work that the teacher and his students did to service the local community		

7- Accomplishments

No.	Sub-Criteria	Evidence	
		Available	Unavailable
7/1	Outstanding participation in activities and competitions		
7/2	Innovative achievements and initiatives		

Acknowledgment:

I, _____, acknowledge that I am currently a teacher and all the attached Information and documents reflects my work and achievements.

Approved/	Signature
School principal/	candidate/
School stamp/	Signature/
	Date/

I allow my picture to be published in the publications of the Supreme Education Council

- Agree
- Don't Agree