**School**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City, State, Zip**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Teachers of French**:

|  |  |  |
| --- | --- | --- |
| **Name** | **Levels taught** | **e-mail** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Contact Person for this application**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Information** (e-mail, phone, address)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please see the rubric that will be applied in the evaluation of your application (available on website). Attach documentation and descriptions where requested.*

1. ***Enrollment in Program. Give the number of students in each level.***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Years | # Level 1 | # 2 | # 3 | # 4 | # 5 | #AP | #IB | #Other | Average teacher/student ratio |
| 2025-2026 |  |  |  |  |  |  |  |  |  |
| 2024-2025 |  |  |  |  |  |  |  |  |  |
| 2023-2024 |  |  |  |  |  |  |  |  |  |

Number of students in school: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of students enrolled in all World Languages: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. ***Sequence and Special Features:***
   1. ***FLES/Middle School Programs. Give the number of students in each level:***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Years | FLES K-3 | FLES 4-5 | Other FLES | Middle Grade 7 | Middle Grade 8 | Middle Other | Level of articulation  (good, fair) |
| 2025-2026 |  |  |  |  |  |  |  |
| 2024-2025 |  |  |  |  |  |  |  |
| 2023-2024 |  |  |  |  |  |  |  |

* 1. ***AP, IB, high school students enrolled in college classes*** *in French, or other special programs*: Give the number of students. For AP or IB append a list of scores without student names for the past two years:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Years | # students AP | #students IB | # students enrolled in college courses in French | #students/other special programs |
| 2024-2025 |  |  |  |  |
| 2023-2024 |  |  |  |  |
| 2024-2023 |  |  |  |  |

1. **Teacher Qualifications:** Please attach a copy of CV for each full-time teacher. Indicate degrees and other relevant study. Note teacher activities such as talks, publications, awards, school and community responsibilities, membership and leadership in professional associations, especially service to AATF.
2. **Professional Development:** Indicate for 2025-2026 and 2024-2025. You may add two or three other significant activities in the recent past. Include outside conferences as well as in-service activities related to world languages.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of teacher** | **Name of conference** | **Place** | **Dates attended** |
|  |  |  |  |
|  |  |  |  |
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1. **Key Instructional Practices.** Please attach **two** lesson plans, each from a different level, indicating standards-based instruction, communicative activities, learner-centered classroom, use of French at least 90% of time in classroom. Limit: **two pages per lesson plan.**
2. **Assessment.** Indicate at least one Standards-based, performance assessment that your school or district has administered to all French/World language students preferably on two levels:
3. **OPI**:

* Levels tested\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Attach results: numbers only, not names.

1. **IPA**:

* Levels tested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Attach results: numbers only, not names.

* Attach rubric and brief (one-half page) description of the assessment

1. **Other**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Levels tested\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Attach results: numbers only, not names
* Attach rubric if applicable and brief (one-half page) description of the assessment.

1. **Student Activities and Service Learning**: Give number of students involved. Attach programs and other relevant documentation (**limit: 4 items**). Please label all pictures (**limit: 3**).

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Years | French Club | School exchange/ travel abroad | Service Learning/ community service | Société Honoraire | National French Week | Other |
| 2025-2026 |  |  |  |  |  |  |
| 2024-2025 |  |  |  |  |  |  |
| 2023-2024 |  |  |  |  |  |  |

*Participation in National French Contest:* Give numbers of students and medals (total for the year)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Years | FLES | 01 | 1 | 2 | 3 | 4 | 5 | #awards |
| 2025-2026 |  |  |  |  |  |  |  |  |
| 2024-2025 |  |  |  |  |  |  |  |  |
| 2023-2024 |  |  |  |  |  |  |  |  |

1. **Demonstration of Collaboration and Support**. *Please attach:*
   1. **One** letter from an administrator and **one** from a colleague, which will indicate collaboration and presence to the school and local community.
   2. Attach letters from parents, students and graduates, which will indicate the success of the program and effects on future study or employment (**limit: three**).

1. **Self-evaluation:** Please attach **a one-page narrative** detailing the accomplishments of your program, any special features, and the effects on students in college and in the workplace
2. **Future Plans:** Please indicate your plans for the future development of your program (**limit: one page)**.

***If this is a renewal application*:**

* You can reuse material from your original application, up to three years previous.
* Update each category, indicating that you have maintained or upgraded your original designation.

I certify that I have provided accurate information as far as I am able. All full-time teachers of French are current members of AATF.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Contact teacher)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Principal or Chief Administrator)

Please return this application and all supporting documents, PDF or Word, **in electronic format,** preferably Google Drive, by February 15, 2026, to:

Mary Helen Kashuba, SSJ, DML

Chestnut Hill College

9601 Germantown Ave.

Philadelphia PA 19118

[kashubam@chc.edu](mailto:kashubam@chc.edu)

215-248-7124