

ARKANSAS GOVERNOR'S SCHOOL GENERAL INFORMATION

The Arkansas Governor's School is a six-week summer residential program for gifted and talented rising high school seniors. The school is operated by the Arkansas Department of Education through a grant to Hendrix College and is supervised by the Office of Gifted & Talented Education. The thirty-fifth annual School will be conducted for approximately 400 students from June 8 through July 19, 2014, on the campus of Hendrix College in Conway.

Students who attend the School must be nominated by their local high schools and selected by the State Student Selection Committee designated by the Department of Education. The committee works to ensure that every area of the state is represented. The program is designed to give gifted students the opportunity to develop and expand their powers to conceptualize, to theorize, and to explore the latest progress and problems of various academic and artistic fields. The curriculum is designed to focus on contemporary topics and issues and to encourage curiosity and a spirit of inquiry.

Tuition, room, board, books, and instructional supplies are furnished for students from funds appropriated by the Arkansas General Assembly. Students are responsible for travel to and from Conway and for any personal expenses. More information about the program including an overview and videos can be found at <http://www.hendrix.edu/AGS/>

ELIGIBILITY:

- 1) Only students who are residents of Arkansas and who are presently in junior classes at public or private high schools are eligible for nomination and selection.
- 2) Nominees should have demonstrated: a) **creativity** in academic or creative fields, b) **above average ability** in the area of nomination, c) a high degree of **self-motivation** required to satisfy the program's demanding requirements, d) the **intellectual, social, and emotional maturity** required to thrive in an environment that emphasizes theoretical and process-related learning.
- 3) **Nominees must be willing to commit to the entire program.** Students who would like to participate in other programs or activities that run concurrent to AGS should not be nominated.
- 4) All qualified students should be considered for nomination regardless of socioeconomic status, cultural or language differences.

ARKANSAS GOVERNOR'S SCHOOL APPLICATION INSTRUCTIONS FOR NOMINATED STUDENTS:

(Links to the forms referenced can be found at the end of this document)

Students who are notified by their schools that they have been nominated to attend Arkansas Governor's School, need to complete the ARKANSAS GOVERNOR'S SCHOOL STUDENT APPLICATION FORM online and submit it. Each nominated public school student is responsible for making sure that the TEACHER RECOMMENDATION and SCHOOL RECOMMENDATION forms are submitted online. Each nominated private or parochial school student is responsible

for making sure that the TEACHER RECOMMENDATION and SCHOOL RECOMMENDATION are submitted online. For STUDENT TRANSCRIPTS, set up a dropbox account, upload the transcript(s) and share the files with mary.stein@arkansas.gov

All forms related to nomination must be uploaded by January 28, 2014. Schools may set earlier deadlines.

ARKANSAS GOVERNOR'S SCHOOL STUDENT APPLICATION FORM: Nominated students from public and private schools must complete and submit the form. If students are nominated in a fine arts area (Choral Music, Visual Arts, Drama, or Instrumental Music), they will need to upload an audition video. See the link at the end of this document for detailed instructions for preparing and uploading audition videos. These instructions must be followed carefully, whether or not the audition is prepared with the school's help. Nominations in the arts areas that are not accompanied by a properly prepared audition video will not be considered in the arts area. A school official must review each student's audition and sign off on the School Signatures Assurance Form verifying that the audition has been viewed for clarity and appropriateness of material.

TEACHER RECOMMENDATION FORM: A recommendation for each student should be made using the ONLINE form and submitted by a teacher who is familiar with the student's interests and ability in the specific subject area.

SCHOOL RECOMMENDATION FORM: School personnel should complete the online form and submit it.

STUDENT TRANSCRIPT: Public schools do **not** have to submit student transcripts. Private or parochial school officials must upload the transcripts of nominated students to a Dropbox account and share the files with mary.stein@arkansas.gov

Each student who is nominated must print out a copy of the PARENT-STUDENT SIGNATURES ASSURANCE page, sign it, and turn in the page to the responsible contact person at the school. The school is responsible for collecting and mailing in the Parent-Student Signatures Assurances pages for their nominated students.

Only students interested in and able to participate for the full six weeks should be nominated. AGS runs at the same time as many other valuable summer programs. Students who would prefer to participate in those programs should not be nominated. The withdrawal of selected students is inconvenient and may prevent a student who is committed to the program from being selected.

Each nomination must include all of the required forms. Each form should be fully completed – including all required signatures. Incomplete applications are unacceptable.

Students who are selected to attend will be notified in mid-April. Shortly before they are notified, the principal will receive information about the selection status of each nominee from the school.

If additional information is needed, please contact the Office of Gifted and Talented Education at (501) 682-4224.

PLAN FOR LOCAL SCHOOL NOMINATION

Step 1: **Set a timeline** for the nomination process which allows for nominated students to have time to complete their forms before the deadline. Announce that nominations for Arkansas Governor's School are being accepted and be sure students know the program is free. This could take place in a junior class meeting or through the distribution of information through classes. A video about the AGS experience is mailed to all high schools with brochures describing the school, FAQ sheets, and flyers for posting. Schools may need to encourage qualified students to apply. Disadvantaged students may need to be counseled on the benefits of attending Governor's School. Some communities have found it helpful to seek the assistance of local churches and community groups in encouraging minority and disadvantaged students.

Step 2: Compile a list of nominees collected from the following:

1. A list compiled by counselors of students who meet the standardized test data
2. Nominations by teachers
3. Nominations from parents who believe their child is qualified and interested
4. Nominations from students who believe strongly that they are qualified

Step 3: Convene a screening committee. The Department of Education encourages schools to establish a local screening committee, composed of at least three members, including a counselor and a person trained in the area of gifted and talented education. The committee may want to use the criteria listed in the application for selecting nominees. We strongly urge that the students write their essays and make them available for the committee's use along with multiple sources of data. Please bear in mind that traits other than academic success have been found to be important qualifications for the Arkansas Governor's School.

Step 4: Prepare a list of students for the AGS SCHOOL COMPOSITE NOMINATION FORM not to exceed 10% of the total enrollment of the school's junior class. Schools with fewer than 50 junior class students may nominate a maximum of five students. Exceptions to this limit may be granted upon application to and approval by the Office of Gifted and Talented, Arkansas Department of Education (Contact Mary Kathryn Stein, Program Coordinator, Office of Gifted & Talented, Arkansas Department of Education, mary.stein@arkansas.gov). Only students who meet the qualifications should be nominated.

It is imperative that personnel conduct a thorough search to seek out those students with outstanding ability or potential. To accomplish equitable demographic representation at the Arkansas Governor's School, local school personnel should see that the number of nominations submitted to the State Student Selection Committee reflects the school population.

Step 5: Notify students that they are or are not being nominated by the district to the State Student Selection Committee.

Step 6: Ensure that nominated students complete all forms online and upload auditions following the directions for auditions. Be sure teacher recommendations and school recommendations are submitted online. (Private school student transcripts should be uploaded.)

Step 7: Print the School Signatures Assurance form and acquire the needed signatures (one form per school). Collect the Parent/Student Signatures Assurance forms (one form per nominated student). Mail **ALL** forms postmarked on or before January 28, 2014. Please do not staple forms.

ARKANSAS GOVERNOR'S SCHOOL APPLICATION INSTRUCTIONS

1. Composite Nomination Information Form (Submitted electronically)

This form should list in alphabetical order each student nominated by the school and the area in which he or she is applying. School districts with more than one high school must submit one composite form per school. Schools should complete the form and submit it.

2. School Signatures Assurance Form and Parent-Student Signatures Assurance Forms (Printed, signed, and mailed)

Each school needs to print out **one** copy of the Signatures Assurance form, have it signed by the school personnel indicated and make a copy to keep on file. The school is also responsible for collecting the signed Parent-Student Signatures Assurance forms for their nominated students. **ALL** school and parent-student forms must be mailed in one packet to the following address postmarked by January 28, 2014:

State Student Selection Committee
Arkansas Governor's School Office
Hendrix College
1600 Washington Avenue
Conway, AR 72032

3. A school official should review the audition videos to be submitted by students applying in the fine arts for clarity and to make sure they are appropriate.

Students who are selected to attend will be notified in mid-April. Shortly before they are notified, the principal listed on the School Composite Nomination Form will receive information about the selection status of each nominee from the school.

Checklist of Materials to be submitted by January 28, 2014:

All nomination forms (submitted electronically)

In one envelope or package per school mail the following items (without staples):

1. Parent-Student Signature Assurance Form (one per student)
2. School Signature Assurance

TO: State Student Selection Committee
Arkansas Governor's School Office
Hendrix College
1600 Washington Avenue
Conway, AR 72032

STUDENT FORMS:

1. ARKANSAS GOVERNOR'S SCHOOL STUDENT APPLICATION FORM <https://docs.google.com/forms/d/1dOO3Hklph9WOBgQQ-gro9NqO7u9ojVZ5a5ouk60TBbg/viewform>
2. TEACHER RECOMMENDATION FORM <https://docs.google.com/forms/d/1lOjpGxgvchbReZRdlhJ6MBjc02fDhb3m9MBC5oijOaE/viewform>
3. AGS PARENT-STUDENT SIGNATURES ASSURANCE FORM **(TO BE PRINTED OUT, SIGNED, AND RETURNED TO SCHOOL FOR MAILING)** https://docs.google.com/document/d/11eqge-vbchnhDK9t3eYTYbBVyr6abGu1V_o6z6_GFS0/edit
4. UPLOADED AUDITION FILE FOR PUBLIC SCHOOL STUDENTS APPLYING IN THE FINE ARTS. INSTRUCTIONS FOR PREPARING AUDITIONS FOR AGS <https://docs.google.com/document/d/17tr7JR2IXCvUgrwS5DLNesu7ORaYfhs-5iY5ogobcgw/edit>

4A: Private School Upload of Audition Files: Set up a Dropbox account, upload your audition file, and share the files with mary.stein@arkansas.gov

SCHOOL FORMS

1. AGS SCHOOL RECOMMENDATION FORM (ONE PER STUDENT) https://docs.google.com/forms/d/1_Z5hQJa_bBQyL4kL8ivHcllRwK3nFzULBjA5-GmmRql/viewform
2. Private School Students only-TRANSCRIPT (ONE PER STUDENT)-Create a Dropbox account, upload each student's transcript to the account and share the file with mary.stein@arkansas.gov

(Public School Student transcripts will be accessed through TRIAND)

3. AGS SCHOOL COMPOSITE NOMINATION FORM (ONE PER SCHOOL) https://docs.google.com/forms/d/1okmUEWt7KGZjiaWecfw6WGeIPInNlyZasQo3_1DGdU/viewform

4. AGS SCHOOL SIGNATURES ASSURANCE FORM (TO BE MAILED BY SCHOOL ALONG WITH PARENT-STUDENT SIGNATURES ASSURANCE FORMS) https://docs.google.com/document/d/1xztj_jQ5KkKflgh8HjJ6DB6emz8mpH20FEP1iMce4M0/edit