



Are you a Florida resident?  Yes  No (Non-residents will have to pay out-state tuition and fees.)

Failure to answer these questions will delay the processing of your application. If your answer to any of the following is YES, you must submit a full statement of relevant facts on a separate sheet attached to this form. You may be required to furnish the college with copies of all official documentation explaining the final disposition of the proceedings.

Yes  No Are you currently or have you ever been charged with or subject to disciplinary action for scholastic or any other type of misconduct at any type of educational institution?

Yes  No Have you ever been charged with a violation of the law which resulted in or, if still pending, could result in probation, community service, a jail sentence or the revocation or suspension of your driver's license?

If your records have been expunged pursuant to applicable law, you are not required to answer yes to any of these questions. If you are unsure whether you should answer yes, we strongly suggest that you answer yes and fully disclose all incidents. By doing so, you can avoid any risk of disciplinary action or revocation of an offer of admission.

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### Philosophy Statement

Please provide a one page, double spaced, typed statement on why you have the interest and disposition to be a teacher in the Florida K-12 school system.

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### **Mailing information:**

Alternative Certification Program for Teachers  
Attn: Dr. Susan Sheffield, Director, Educator Preparation Institute  
Dept. of Social Sciences  
Manatee Community College  
5840 26th Street West  
Bradenton, FL 34207

For further information: Call (941)-752-5411 or 752-5410, email: [ACP@mccfl.edu](mailto:ACP@mccfl.edu)  
Fax number (941)-727-6135, "Attn: ACP"

The required materials for your application folder include:

- ACP application
- 1 page philosophy statement
- Official transcripts (sealed envelope from school) noting BA/BS degree
- Disposition to teach interview
- Statement of Status of Eligibility certificate from the Florida DOE
- Exam scores (General Knowledge exam, subject area exam)