

# Applicant Checklist

## For teachers in Queensland Catholic school

### Highly Accomplished Teacher

- Meet all of the QCEC eligibility criteria
- Cover sheet
- Evidence map
- Annotated collection of evidence
- First classroom observation from Principal (or Principal's nominated delegate) in a classroom context
- Second classroom observation of teaching practice in a classroom context
- Teacher reflective written statement
- Details of nominated referees (3-5) including the Principal (or Principal's nominated delegate):
  - First and last name
  - Role
  - Email and telephone contact details
  - Standards/descriptors on which each referee has provided evaluative comments
- Principal's written delegation where applicable (email is sufficient)
- Pay assessment fee to QCT – Stage 1: \$850, Stage 2: \$650

### Lead Teacher

- Meet all of the QCEC eligibility criteria
- Cover sheet
- Evidence map
- Annotated collection of evidence
- First classroom observation from Principal (or Principal's nominated delegate) in a classroom context
- Second classroom observation of teaching practice in a classroom context
- Teacher reflective written statement
- Written description of the Lead Initiative
- Details of nominated referees (3-5) including the Principal (or Principal's nominated delegate):
  - First and last name
  - Role
  - Email and telephone contact details
  - Standards/descriptors on which each referee has provided evaluative comments
- Principal's written delegation where applicable (email is sufficient)
- Pay assessment fee to QCT – Stage 1: \$850, Stage 2: \$650