



**ARIZONA CHARACTER EDUCATION TRAINING APPLICATION**  
**3 DAY CHARACTER DEVELOPMENT SEMINAR – TRAIN THE TRAINER COURSE**  
 Please Type or Print Neatly

**I. School/Organization Information**

Contact Name\*: \_\_\_\_\_

School/Organization Name\*: \_\_\_\_\_

School District\*: \_\_\_\_\_

School/Organization Mission Statement\*: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total Number of School/Organization Employees\*: \_\_\_\_\_

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

\_\_\_\_\_

Telephone\*: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail\*: \_\_\_\_\_

**II. Student/Population Background Information**  
 (Please feel free to type this information separately and attach to application)

Total number of students\*: \_\_\_\_\_

\_\_\_\_\_

Provide age/group breakout\*: \_\_\_\_\_

\_\_\_\_\_

\* Denotes Required Information for Application to be considered.

Describe your student population(ethnicity, geographical area, etc.). Please provide as much information as possible about your student population: \_\_\_\_\_

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Provide information and statistics related to negative and positive behaviors and attitudes of your students(i.e. suspension rates, absenteeism, etc.) Please provide as much information as possible. Attach documents as needed.\*

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**III. Character Education in Your School/Organization**

Does your school currently have a character education program\*? (This will not affect your opportunity to be trained): \_\_\_\_\_

If yes, please state the curriculum or program\*: \_\_\_\_\_

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Why do you want character education in your school or nonprofit organization\*?: \_\_\_\_\_

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What are your expectations of the character education program/what do you hope to accomplish\*?: \_\_\_\_\_

\* Denotes Required Information for Application to be considered.



List the team of individuals responsible for implementing CHARACTER COUNTS!sm into your curriculum\*:

1. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

2. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Please attach additional names as necessary.

Who will be attending the train-the-trainer course\*:

1. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address(must be a street address for mailing purposes): \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_

2. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address(must be a street address for mailing purposes): \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_

\* Denotes Required Information for Application to be considered.

**V. Your Commitment**

**Our school/organization agrees to:**

- Send at least one individual to the three (3) day train-the-trainer course.
- Be responsible for and reimburse the travel expenses of all attendees who attend the training.
- Train others in your school or organization in order to implement the program into your curriculum and school climate.
  - Conduct at least two (2) one hour (or more) trainings in your organization and share the results of the trainings with the Arizona Character Education Foundation on the form to be provided.
- Implement CHARACTER COUNTS!sm into your curriculum and organizational environment. Share the integration process: ideas, implementation successes and failures quarterly with the Arizona Character Education Foundation on the form to be provided.
- Agree to have information regarding your character program posted on the Foundation on-line environment and website.
- Agree to update (as needed) the Arizona Department of Education, Character Education Division concerning your contact information, including email address.

**Participant Requirements**

- Attend 3 days of training (dates to be determined) 8:00am-5:00pm.
- Miss no more than 3 hours of the 3 day training (required for graduation)
- Complete pre-course materials (mailed to address noted above prior to training)

We understand that we are applying to attend a future 3-Day Character Education Seminar. This seminar is provided free of charge by the Arizona Character Education Foundation. Once this application is accepted and attendees are signed up for a seminar(a confirmation of acceptance will be mailed to attendees), we understand that we must cancel 10 business days prior to the training to avoid being charged a cancellation fee of \$75.00 payable to the Arizona Character Education Foundation. We also understand that we will be liable for the participant fee the Arizona Character Education Foundation pays if we do not cancel and attendees do not show up for, or complete, the 3-day training. This fee will be no more than \$700 per person.

\_\_\_\_\_  
Contact person printed name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal/Organization Head Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\* Denotes Required Information for Application to be considered.

**DISTRICT APPROVAL OF FUNDS\***

SCHOOL: \_\_\_\_\_

PRINCIPAL: \_\_\_\_\_

DISTRICT: \_\_\_\_\_

The \_\_\_\_\_ School District understands that \_\_\_\_\_ School has signed up to attend a future 3-day Character Education Seminar provided free of charge by the Arizona Character Education Foundation.

The \_\_\_\_\_ School District will provide \$75.00 per person to the Arizona Character Education Foundation should an attendee of the seminar from \_\_\_\_\_ school fail to cancel 10 business days prior to the scheduled training. The \_\_\_\_\_ School District will provide no more than \$700 participant fee per person to the Arizona Character Education Foundation if an attendee of the seminar from \_\_\_\_\_ School fails to show up for or complete the 3-day training.

\_\_\_\_\_  
Printed Name – Appropriate District Personnel

\_\_\_\_\_  
Signature – Appropriate District Personnel

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Foundation Use Only	
Date Received: _____	Received By: _____
Date Verified: _____	Verified By: _____
Date Trained: _____	Training Coordinated By: _____

\* Denotes Required Information for Application to be considered.

## **APPLICATION SUBMITTAL INSTRUCTIONS**

### **Mail Completed Application with attachments to:**

The Arizona Character Education Foundation  
PO Box 97383  
Phoenix, AZ 85060-7383

For questions regarding this application please call 602-542-1755 or email to [Charactered@ade.az.gov](mailto:Charactered@ade.az.gov).

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