

National Constitution Center Summer Teacher Institutes

Frequently Asked Questions

General

1. What are the expectations for attendees?

Attendees are expected to attend all of the sessions planned for the duration of the Summer Teacher Institute. This includes the lectures by scholars, classroom application lessons, and tours, and other programs scheduled throughout the week.

2. Where will attendees stay during the Institute?

The National Constitution Center will have a block of discounted rooms at the Holiday Inn Express Philadelphia – Penn's Landing for attendees of the Institute. If you live within a 20 mile radius of the National Constitution Center, you are welcome to book at room at the hotel, but you will not be reimbursed for your room.

3. Do I have to stay at the official hotel for the Institute, or can I book my own option (i.e. Airbnb, Home away, etc.)?

It is not required that attendees stay at the official hotel for the Institute. However, attendees should be mindful of the distance they stay from the National Constitution Center and its impact on commuting to and from the Center each day.

4. Can family and friends participate?

The National Constitution Center is unable to accommodate family and friends of attendees for any portion of the Institute.

5. Can I commute to the Institute?

Yes. If you live in Philadelphia or the surrounding areas, you are welcome to commute to the Institute. The National Constitution Center will reimburse your travel. You must provide the necessary documentation in the form of gas receipts for the week. There will be free parking vouchers each day for those who park in the National Constitution Center parking garage.

6. Where can I park for the Institute?

Attendees who drive for any portion of the Institute can park in the National Constitution Center's parking garage, located at 540 Race Street. You will receive a free parking voucher to cover the cost of the time your car is in the NCC's garage. Attendees who park in any other facility, including at the hotel, will not receive a free voucher and will not be reimbursed for the cost of parking.

7. Can I have a schedule of events prior to the Institute to submit to my school administration?

In order to keep the content of the Institute relevant to ever changing constitutional issues, the schedule will not be finalized until late spring. After that time, the NCC will be happy to share the schedule with attendees. Even at that time, however, the schedule is subject to change.

8. Can I defer my acceptance to next year?

Your acceptance cannot be deferred. While you are encouraged to apply for the Summer Teacher Institute again in the future, your acceptance cannot be guaranteed based on previous acceptance.

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Application and Deadlines

- 1. When is the application due?**
The application is due on Friday, December 20, 2019.
- 2. Who is eligible to apply for the Institute?**
The Institute is open to all educators currently teaching in grades 5-12 in any public, independent, parochial, or charter school in the United States. Social Studies, English, and other Humanities teachers are welcome to apply.
- 3. Are attendees of previous Institutes allowed to apply for the 2020 Summer Teacher Institute?**
Yes. There are four spots held each week for alumni of previous Institutes.
- 4. How long will it take to complete the application?**
The application will take approximately 15 minutes to complete.
- 5. Are there any other materials necessary to complete the application (i.e. letter of recommendation, resume, etc.)?**
You will not have to submit any additional materials to complete your application. Due to the large volume of applications the National Constitution Center receives for the Summer Teacher Institute, any additional materials will not be reviewed during the application process. As part of the application, there is a brief, 300-word essay about your goals for attending the Summer Teacher Institute. The time required to answer this question has been factored in to the estimated 15 minutes it will take to complete the application.
- 6. When will I be notified of the status of my application?**
You will be notified by Friday, January 17, 2020.

Costs and Reimbursements

- 1. What expenses does the National Constitution Center pay for?**
The National Constitution Center will reimburse Institute attendees for up to \$600.00 towards the cost of a five-night hotel stay and up to \$350.00 towards ticketed travel expenses (flight, trains, etc.).
- 2. What costs am I responsible for?**
Attendees are responsible for the remainder of any hotel or travel costs. Attendees who stay the Holiday Inn Express Philadelphia – Penn's Landing will be responsible for the \$120.00 balance not covered by the National Constitution Center. In addition, attendees are responsible for any other costs associated with travel, including baggage fees, taxi services, or ride share services (i.e. Uber, Lyft, etc.). There is also \$50.00 deposit required to hold your spot for the Institute.
- 3. Do I get my deposit returned if I withdraw?**
You will receive a full refund of your deposit if you withdraw your attendance to the Institute more than 60 days prior to that start of your scheduled week. If you withdraw less than 60 days prior, you will not receive your deposit.

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4. When will I receive my reimbursement?

Attendees who submit reimbursement information to the National Constitution Center by June 15 will receive a reimbursement check on the last day of the Institute.

Attendees who submit reimbursement information to the National Constitution Center between June 16 and July 31 will receive a reimbursement check after August 16.

Reimbursement information received by National Constitution Center after July 31 will not be processed.

5. Can I earn Professional Development hours for attending the Institute?

The NCC will process Act 48 Credit for Pennsylvania-certified teachers. For educators certified in all other states, the NCC will provide documentation for submission for professional development credit. The total number of hours of professional development will be reported as 30 hours.

During the Institute

1. What type of work will be necessary to prepare for the Institute?

The NCC will provide all printed materials and general office supplies you might need for the Institute. You will be notified of any preparatory materials about two months prior to the start of the Institutes.

2. Should I bring a laptop?

While any laptop, tablet, or other device is not necessary, you are welcome to bring your own device for the week.

3. Is there internet available during the Institute?

There is Wi-Fi available at both the National Constitution Center and at the Holiday Inn Express Philadelphia – Penn's Landing for the Institute.

4. Will I be responsible for my own meals?

The Institute includes dinner on Sunday and Thursday evenings. Coffee and light snacks will be provided each morning, Monday through Friday. The Holiday Inn Express Philadelphia – Penn's Landing provides a full breakfast starting at 6:00 am. Attendees will be responsible for all other meals during the Institute. A number of affordable dining options are available throughout the historic district—a listing will be provided at registration on Sunday. For lunch, Delegate's Café—located at the National Constitution Center—has a number of pre-made and hot, cafeteria-style lunch options.

5. What is the schedule for the week?

Registration for the week will be held at the Holiday Inn Express Philadelphia – Penn's Landing on Sunday afternoon, followed by dinner and the first scholar talk of the Institute. Programs on Monday through Thursday will begin at 8:00AM at the National Constitution Center, with an hour break for lunch, and end at 4:00PM. Programs on Friday will begin at 8:00AM and end at 12:00PM.

6. What is included in each day?

Each day will begin with pertinent announcements and information. Programs for the day include scholarly lectures, presentations about resources from the National Constitution Center, tours of the museum, and pedagogy sessions.

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7. Will there be time for independent exploration of Philadelphia?

There is a scheduled walking tour of Philadelphia's historic district and an evening program on Thursday with exclusive access to Independence Hall after it has closed to the public. While there are a number of free evenings in the schedule, most sites and attractions throughout the historic district close at 5:00PM. The NCC will be happy to provide a list of any site or attraction that is open later during the summer. If you need more time to explore the sites, museums, and programs in the historic district, we recommend arriving early on Sunday and/or staying later on Friday.