Dear Colleague:

Thank you for your interest in attending the NCAT Professor Training Course. The Professor Training Course (PTC) is a one-week course designed to provide college-level instructors with current, comprehensive teaching material for the asphalt portion of an undergraduate engineering materials course. The 2014 PTC will be held June 16-20. There is no fee for the course and a stipend will be provided to offset travel expenses for eligible applicants.

Enclosed you will find a complete set of application forms. In order to be considered for attendance at the 2014 NCAT Professor Training Course, your completed application package must be received by March 1, 2014. Please return it to:

Stacie Hunter
National Center for Asphalt Technology
277 Technology Parkway
Auburn, AL 36830

Your completed package must include:
- Application (Enclosure 1)
- Applicant’s Statement (Enclosure 2)
- Statement of Support (Enclosure 3)
- A brief curriculum vitae / résumé (2 pages maximum) (Enclosure 4)

The application (Enclosure 1), applicant’s statement (Enclosure 2), and curriculum vitae (Enclosure 4) provide us with important contact information. They also help us to identify and accommodate any special needs you may have as well as determine if your stated goals are consistent with the focus of our program – providing current information on asphalt pavement technologies for an undergraduate course in Civil Engineering Materials or stand-alone course in asphalt pavement engineering. Please be sure to provide your e-mail address on the application. We will use e-mail for all pre-course correspondence. Please be sure to sign the bottom of the application form.

The third document – the statement of support (Enclosure 3) – should be completed by your department chair or dean of engineering. The person who completes the statement of support should return it to you in a sealed envelope; include it with your completed application package. In addition to your institution’s letter of support, we will also contact your state’s asphalt pavement association and/or Department of Transportation Materials Engineer for an endorsement of your application.

We can only accommodate a maximum of 20 participants. If the number of applicants exceeds 20, we will select participants based primarily on their department needs and commitment to utilize the training. Your application package and the industry endorsement provides us with the information we need to make these decisions. Please take the time to complete the package thoroughly and accurately.

We will select participants in early April, and we will notify you of the results shortly thereafter. If you have any questions about the application process, please contact Stacie Hunter at slh0037@auburn.edu or (334) 844-6202.

Again, thank you for your interest.

Sincerely,

Randy C. West, Ph.D., P.E.
Director
APPLICATION

Name: (Last, First, MI) __________________________ Date: __________________

Designations: (circle as appropriate) Ph.D. P.E. Other ___________________________

Preferred Nickname: (for name badge) __________________________

Institution: __________________________

Department: __________________________

Address: __________________________

City: __________________________ State: __________________________ Zip: ______________

Telephone: ______________ Fax: ______________ E-mail: __________________________

Department Chair Name: __________________________

Dept. Chair Telephone: ______________ Dept. Chair Email: __________________________

Optional: Ethnicity: __________________________ Gender: __________________________

Degree(s) Earned / Year / Discipline: __________________________

________________________________________________________________________

Sub-Discipline: __________________________

Years of teaching experience: __________________________ Years in your current faculty position: __________________________

How did you find out about the Professor Training Course? __________________________

What is your current employment status? □ Full-time Faculty □ Part-time Faculty

What courses have you taught in the past two years? __________________________

What courses do you expect to teach next year? __________________________

Do you have any special needs that the program directors need to be aware of? □ Yes □ No

Lunch will be provided each day. Do you have any dietary restrictions? □ Yes □ No

(if yes, use additional sheet to explain)

I agree to participate in all activities of the NCAT Professor Training Course.

Signature __________________________ Date: __________________
NCAT Professor Training Course
June 16-20, 2014
National Center for Asphalt Technology, Auburn, AL

APPLICANT’S STATEMENT

Applicant: ____________________________________________

What do you expect to gain from attending this course?

How can you contribute to the improvement of teaching at your own institution after attending this course?

(You may continue your responses on one additional page, if necessary.)
The person named above is applying to attend the Professor Training Course (PTC) offered by the National Center for Asphalt Technology (NCAT) at Auburn University (www.NCAT.us). The PTC is a one-week course designed to provide college-level instructors with current, comprehensive teaching material on asphalt pavement technologies for an undergraduate course in Civil Engineering Materials or a stand-alone course in asphalt pavement engineering. The 2014 PTC will be held June 16-20. There is no fee for the course and a stipend will be provided to offset travel expenses for eligible applicants. To be considered for the course and the stipend, the applicant must provide this Statement of Support, completed by the Department Chair or the Dean of Engineering.

The PTC can only accommodate 20 participants. Applicants are selected to attend, based on their department's need and commitment to utilize the course materials. Your input is a required part of the selection process. Please take a few minutes to answer the questions below. You are welcome (but not required) to provide additional comments on an attached sheet.

Does the applicant have an appropriate background to teach a course in pavement materials or pavement design?

Does your department currently offer, or plan to offer in the upcoming academic year, a course in civil engineering materials, or a stand-alone course in asphalt pavement materials/engineering?

Do you recommend the applicant for participation in the NCAT Professor Training Course?

Signature: ___________________________ Name: ___________________________
Position: ___________________________ E-mail: ___________________________

Please place this statement in a sealed envelope and return to the applicant for inclusion in the application packet.