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## The 12th Hong Kong Outstanding Prospective Teachers Award Application Guidelines

### I. Introduction

Education is the cradle of outstanding talent and has a profound impact on the sustainable development of society. Teachers are an important cornerstone for building quality education. Therefore, Hong Kong must continue to nurture outstanding prospective teachers, so that the outstanding teacher team can pass on the torch. Hong Kong New Generation Cultural Association and Hong Kong Prospective Teachers Association are organizing the "Hong Kong Outstanding Prospective Teachers Award" to provide opportunities for prospective teachers to learn from their peers and seniors, pursue excellence, and gain unanimous praise from the education sector. This year, we will continue our efforts and hope that through the election, we can encourage prospective teachers from different institutions to equip themselves, strive for excellence, and become excellent teachers in the future. We hope to improve human life and promote social progress through education. The judging panel of the "Hong Kong Outstanding Prospective Teachers Award" will consist of professionals in the education sector (principals of secondary schools, primary schools and kindergartens, and scholars). Through initial review, final review Q&A, and demonstration teaching, the "Outstanding Prospective Teacher" gold, silver, bronze awards and merit awards will be selected, and the winners will be commended.

### II. Objectives

1. Commend prospective teachers with good teaching skills and educational aspirations.
2. Encourage prospective teachers to pursue excellence and continuously improve their teaching skills.
3. Provide opportunities for prospective teachers to learn from their seniors and peers, encourage each other, make progress together, and benefit society.

### III. Eligibility

Eligible participants must be undergraduate students who aspire to join the teaching profession and have never served as full-time teachers.

### IV. Election Schedule

**Application Deadline:** January 12, 2025 (Sun)

**Deadline for Submission of Related Competition Materials:** January 18, 2025 (Sat)

**Initial Review:** February 15, 2025 (Sat)

**Final Review:** March 8, 2025 (Sat)

**Awards Presentation Ceremony:** April 5, 2025 (Sat)

### V. Awards

1. All applicants will receive a Certificate of Participation.

2. The 12th Hong Kong Outstanding Prospective Teachers Award will evaluate the "Outstanding Prospective Teacher" gold, silver, bronze awards and merit awards. There is no upper or lower limit on the number of awards. The awards are as follows:
  - Winner of the "Outstanding Prospective Teacher" Gold Award will receive a cash prize of HK\$5,000, a trophy and a certificate.
  - Winner of the "Outstanding Prospective e Teacher" Silver Award will receive a cash prize of HK\$3,000, a trophy and a certificate.
  - Winner of the "Outstanding Prospective Teacher" Bronze Award will receive a cash prize of HK\$1,000, a trophy and a certificate.
  - Winner of the "Outstanding Prospective Teacher" Merit Award will receive a medal and a certificate.
3. All winners will become members of Hong Kong Prospective Teachers Association and pledge to assist the Association in related publicity activities and share teaching concepts and practices with other Prospective teachers through the Association.

## VI. Application Method

1. Applicants must complete the online application form on the Hong Kong New Generation Cultural Association website (<http://www.newgen.org.hk>) on or before **January 12, 2025 (Sun)**. The online application form can be filled in Chinese or English.
2. After submitting the online application form, applicants will receive a confirmation email with the application number, electronic application form, and declaration within 3 working days. Please print out 1 copy of the (B) electronic application form and (C) declaration, mark the application number in the upper right corner of the (B) electronic application form, read through and sign the (C) declaration carefully.
3. Applicants must submit the following documents in person or by mail to the Hong Kong New Generation Cultural Association on or before **January 18, 2025 (Sat)**:
  - Electronic application form with application number
  - Original signed declaration
  - Original recommendation letter (if any)
  - One recent photo
  - One copy of ID card
  - One copy of academic transcript
  - Competition video (see "VII. Competition Video Guidelines" for details): Please submit on CD or USB

## VII. Competition Video Guidelines

1. Competition video content:
  - Applicants must design a 30-45 minute lesson plan for secondary school or primary school, or a 20-30 minute lesson plan for kindergarten, and record **no more than 3 minutes** of video clips to explain the lesson plan. The video must show the applicant's own image and explanation in person.
  - The video clips must explain:

- a. Subject(s) taught, lesson topic(s), learning objectives and difficulties
  - b. Student analysis: Applicants make up a target grade level, and explain the learning characteristics of the target students (e.g. prior and posterior knowledge, etc.)
  - c. Teaching and assessment methods: Applicants must explain the teaching and assessment methods (e.g. classroom interactivity and teaching aids used, etc.)
- Applicants **do not need to submit** the lesson plan.
  - Applicants exceeding 3 minutes of video time will be disqualified.
  - Competition video format: Videos should be in "avi", "wmv", "mpeg", "mpg" or "mp4" format, and submitted on CD or USB.
2. The competition video and content submitted by the applicant must be original work, and plagiarism is prohibited.

### **VIII. Submission of Application Forms and Related Documents**

1. By mail to the headquarters of the Hong Kong New Generation Cultural Association (postmark date applies); or
2. Submit in person at the headquarters of the Hong Kong New Generation Cultural Association. (Address: 13/F Professional Bldg, 19-23 Tung Lo Wan Rd, Causeway Bay, Hong Kong)

### **IX. Review Criteria and Procedures**

1. The judging panel will assess applicants' vision, moral character, educational aspirations, commitment to society, and teaching abilities.
2. The initial review will be held on **February 15, 2024 (Sat)**. The judging panel will review the application forms, competition videos and other related documents submitted by the applicants. Applicants do not need to attend.
3. Applicants who pass the initial review will receive email notification on or before **February 21, 2025 (Fri)** and must attend the final review held in the afternoon of **March 8, 2025 (Sat)**, to meet with the judging panel and conduct demo teaching. Finalists who cannot attend on time will not receive any awards from the Hong Kong Outstanding Prospective Teachers Award.
4. The judging panel may require applicants to provide more supporting information when necessary, and consult referees and recommenders (if any) for information about the applicants.
5. The judging panel's decision is final and no objections may be raised.

### **X. Handling of Information**

1. All information and documents (including CDs or USB drives) submitted by applicants will not be returned.
2. All information and documents submitted by applicants (including but not limited to application forms, competition videos) will be used by the organizer, judging panel, and any other persons appointed by the organizer for reviewing the Outstanding Prospective Teacher Award.
3. Submission of all information and documents (including but not limited to application forms, competition videos) is voluntary. The information and documents provided will facilitate the review process. Insufficient information may affect the review.

4. The copyright of the competition videos and content will be transferred to the organizer. The organizer may use, distribute, publish, print and/or reproduce all information and documents submitted by the applicants for promoting good teaching practices, the results of the Outstanding Prospective Teacher Award, and other non-profit educational purposes.

## **XI. Contact Us**

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