



Administrator Letter Guidelines for Math Recovery® Tuition Assistance Awards:

Letter should:

- Be no longer than 2 pages
- Contain contact information for administrator (email and phone)

Administrator letter must contain, but is not limited to the following areas:

- Brief introduction of applicant and their professional role within school and/or district.
- Endorsement of the applicant to receive the award along with the identification of professional traits that will make the applicant successful during the Math Recovery Specialist course.
- Importance or potential benefits of receiving the award
- Assurance and description of how the school and/or district and administrators will support the applicant in completing the expectations and requirements of the course
- A vision of the applicant's professional role upon course completion
- Acknowledgement that the participant will be asked by the US Math Recovery Council to share about participation and implementation of the course

*The mission of the US Math Recovery® Council is
To transform numeracy education
To connect research with practice
To empower educators to advance student mathematical thinking and success
...through Math Recovery® principles.*