Example of District Commitment Letter

[Date]

Dr. Lori Scarlatos

Stony Brook University

Stony Brook, NY 11794-4404

Dear Dr. Scarlatos,

I am writing to affirm my support for [teacher(s) name(s)] participating in your CyberMISTS program. I understand that, after attending your workshop, [he/she/they] will be expected to teach a unit on cybersecurity in [name of the class(es)] during the [1st/2nd/3rd/4th quarters/trimesters] at [name of school].

I also understand that [name(s)] will be expected to collect anonymized data and sample student work from the classroom experience and then report it back to you in a subsequent workshop. In support of this effort, [name(s) and position(s) of technical support staff] will be available to provide assistance during the teaching of this unit.

Sincerely,

[Name of school official]

[Title of school official]

[School district]

Send a signed copy via email:

TO:  nataliia.telendii@stonybrook.edu

SUBJECT: CyberMISTS Application