

2018 Corps Members: Requesting Leave During Summer Training

Mark your calendar! Induction will be held in Charlotte, NC from May 29th - June 1st. Institute will be held in Atlanta, GA from June 3rd - July 6th. Kick-Off will take place in Charlotte, NC from July 30th - August 3rd. CMS district orientation will taking place sometime between between August 9th - August 15th. Following that will be teacher workdays heading into the school year. **To avoid any potential scheduling conflicts, please plan on fulltime work weeks in Charlotte 7/30 onward.**

- **If you anticipate a conflict with Induction:** Reach out directly to Mariam Tisdale and Roxanne Watts who both lead programming for our teacher leadership development team. Email them to share more about the specifics around your conflict, and they can let you know what the attendance policy would be for your particular case.
- **If you anticipate a conflict with Institute:** Teach For America has an [Institute Attendance Policy](#). If you plan to seek approval to miss any days during the Atlanta institute, you will need to submit an [Atlanta Institute Leave Request](#). The Atlanta Institute runs from Sunday, 6/3/18 – Friday, 7/6/18. Note that CMs have Saturdays or Sundays free from official programming, so those days do *not* need to be requested as leave. Completing this above form is a request, not a guarantee, and must be approved by the institute. Please allow up to 10 business days to receive a response about your request.