February 2018

Dear MAT Teacher Candidate:

In the MAT office we are always looking to streamline communications. In order to continue these efforts, we communicate with teacher candidates exclusively through the Towson University email account.

Many of you currently have personal email accounts set up with Gmail, Yahoo, etc. These services use filters to control bulk email, and in doing so sometimes block messages from our office. Therefore, we send emails exclusively to your Towson University email account. If you have not yet set up your Towson account, please do so now at http://students.towson.edu. Then send an email from your Towson account to MAT Administrative Assistant, Dale Schmertzler, at: dschmertzler@towson.edu to inform her of the update.

**Forwarding emails from your Towson account to another address is not a complete solution. The MAT office shares no responsibility in any notification you miss due to your use of another emailing system. Notice of course cancellations, class schedule adjustments, important dates and deadlines, upcoming events, MAT newsletters, scholarship opportunities and other notices from our office will be communicated to you through your Towson email account.**

The Student Resources page of the MAT website is another important resource for program information. Stored on this site you will find:

- Important announcements and upcoming deadlines
- The MAT Frequently Asked Questions (FAQs) sheet which contains contact information for your advisor, details to report completed content course work, the criminal background check, etc.
- MAT newsletters
- Scholarship information and links to information on the PRAXIS II
- Information to purchase your subscription of Tk20 online data management system to track all of your teacher preparation activities:  http://wp.towson.edu/tk20/

Please check the website regularly for important updates: http://www.towson.edu/coe/departments/teaching/

You are held responsible for the information sent to your Towson email account and also for the information posted on the Student Resources page of the MAT website.

I hope this process will further improve communication between the MAT office and our teacher candidates. If you have any questions, please do not hesitate to contact us.

Thanks!
MAT Program
410-704-5388
mat@towson.edu