

केन्द्रीय विद्यालय संगठन

फा.सं.:110332/08/2015/केविसं(मु0)/शैक्षिक/टी०ई०ए०/2015/10112-10139 दिनांक:-22 जनवरी, 2015  
स्पीड पोस्ट

उपायुक्त,  
केन्द्रीय विद्यालय संगठन,  
भुवनेश्वर/ रायपुर/ राँची/ हैदराबाद/ एरनाकुलम/ बेंगलूर

विषय: यूएसआईईएफ द्वारा शैक्षिक उत्कृष्टता और उपलब्धियां (टी०ई०ए०) 2015 की घोषणा।  
Announcement of 2015 Teaching Excellence and Achievement (TEA) Program by USIEF.

महोदय/ महोदया,

यूनाइटेड स्टेट्स-इंडिया एजुकेशन फाउंडेशन(यूएसआईईएफ) ने दिनांक 12.01.2015 के पत्र द्वारा सूचित किया है कि:

यूनाइटेड स्टेट्स-इंडिया एजुकेशन फाउंडेशन(यूएसआईईएफ) ने आन्ध्रप्रदेश, उड़ीसा एवं तेलंगाना में स्थित विद्यालयों में अंग्रेजी, सामाजिक विज्ञान, गणित, विज्ञान और विशेष शिक्षा के पूर्णकालिक शिक्षकों (ग्रेड 6 से 12) के लिए शैक्षिक उत्कृष्टता और उपलब्धियां (टी०ई०ए०) 2015 की घोषणा की है। यह प्रतियोगिता केवल उपर्युक्त राज्यों के शिक्षकों के लिए ही है, शेष भारत के लिए नहीं। अमेरिकी सरकार प्रायोजित कार्यक्रम अंतरराष्ट्रीय शिक्षकों को उनके विषय क्षेत्रों में विशेषज्ञता विकसित करने, उनके शिक्षण कौशल को बढ़ाने और संयुक्त राज्य अमेरिका के बारे में अपने ज्ञान को बढ़ाने का अद्वितीय अवसर प्रदान करता है।

शैक्षिक उत्कृष्टता और उपलब्धियां (टी०ई०ए०) कार्यक्रम में छः सप्ताह का गैर डिग्री कार्यक्रम, गैर क्रेडिट शैक्षिक कार्यक्रम जिसमें शिक्षण के नए तरीके, पाठ्यक्रम विकास, पाठ योजना और अनुदेश तकनीक पर सेमिनार शामिल हैं। प्रतिभागी अपने मेजबान विश्वविद्यालय के पास अमेरिका सैकण्डरी स्कूल में अमेरिका शिक्षकों के साथ मिलकर काम करने और अमेरिका छात्रों को पढ़ाने के लिए एक व्यावहारिक कार्यक्रम में भाग लेंगे। इस कार्यक्रम के दौरान सांस्कृतिक संबंधन, सलाह और सहयोग प्रदान किया जाएगा। चयनित शिक्षकों को राउंड ट्रिप परिवहन, आवास और देय भत्ते प्राप्त होंगे और वे जे-1 वीजा पर यात्रा करेंगे।

कार्यक्रम और आवेदन प्रक्रिया के बारे में जानकारी वेबसाइट [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in) पर अपलोड की गई है।

आपसे अनुरोध है कि इस कार्यक्रम की जानकारी अपने अधीनस्थ सभी केन्द्रीय विद्यालयों में उपरोक्त वर्णित विषय के अध्यापन करने वाले अध्यापकों के ध्यान में लाई जाए। विधिवत रूप से भरे हुए आवेदन पत्र दिनांक 20.03.2015 तक इस कार्यालय में भिजवाना सुनिश्चित करें ताकि दिनांक 01.04.2015 के पूर्व यूएसआईईएफ को भेजे जा सकें। इस कार्यालय या यूएसआईईएफ में शिक्षक/प्राचार्य से सीधे प्राप्त आवेदनों पर विचार नहीं किया जाएगा। अतः सभी संबंधित से निवेदन है कि कृपया उचित माध्यम से आवेदन करें।

सभी उपायुक्तों से अनुरोध है कि वे आवेदनों की केविसं (मुख्यालय) में संस्तुति से पहले आवेदकों के पूर्ववृत्त विशेष रूप से सतर्कता अनापत्ति (vigilance clearance) संबन्धी जांच अवश्य सुनिश्चित करें।

यह पत्र सक्षम प्राधिकारी के अनुमोदन से जारी किया जा रहा है।

भवदीय,  
21/01/15  
(पी०के० कॉल)  
उपायुक्त (शैक्षिक)

प्रतिलिपि:

1. भारतीय प्रोग्राम प्रबंधक, यूनाइटेड स्टेट्स-इंडिया एजुकेशन फाउंडेशन, 12, हैली रोड, नई दिल्ली-110001 का उनके पत्र दिनांक 12.01.2015 के संदर्भ में सूचनार्थ।
2. उपायुक्त, के०वि०सं० क्षेत्रीय कार्यालय उपरोक्त क्षेत्रीय कार्यालय को छोड़कर।
3. ई.डी.पी. प्रकोष्ठ, के.वि.सं.(मुख्यालय) कृपया वेबसाइट पर प्रदर्शित करें।

21/01/15

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F. No. 110332/08/2015/KVS(HQ)/Acad./TEA-2015 / 10112-10139

Date:-22.01.2015

Speed Post

The Deputy Commissioner,  
Kendriya Vidyalaya Sangathan,  
Bhubaneswar/ Raipur / Ranchi/ Hyderabad/ Ernakulum/ Bangalore

**Subject: Announcement of 2015 Teaching Excellence and Achievement (TEA) Program by USIEF.**

Sir/Madam,

The United States-India Educational Foundation (USIEF) has informed vide letter dated 12.01.2015 as under:

United States-India Educational Foundation (USIEF) has announced the 2015 Teaching Excellence and Achievement (TEA) Program for full time school teachers (grades 6 to 12) teaching English, Social Studies, Mathematics, Science and Special Education at schools in the states of **Andhra Pradesh, Odisha and Telangana**. This competition is open only to teachers from the states mentioned above and not the rest of India. The U.S. Government sponsored program provides international teachers with unique opportunities to develop expertise in their subject areas, enhance their teaching skills and increase their knowledge about the United States.

The Teaching Excellence and Achievement (TEA) Program consists of a six-week non-degree, non-credit customized academic program including seminars on new teaching methodologies, curriculum development, lesson planning, and instructional technology. Participants will also participate in a practicum in a U.S. Secondary School near their host university to work closely with U.S. teachers and teach and present to U.S. Students. Cultural enrichment, mentoring, and supports will be provided throughout the program. Selected teachers will receive round-trip transportation, room and board and applicable allowances and will travel on J-1 visas.

Details regarding the Program and the application form/procedure have been uploaded on website [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in).

You are, requested to bring it to the notice of the teachers teaching in above mentioned subjects in Kendriya Vidyalayas under your jurisdiction. The application duly completed must reach this office on or before 20.03.2015 for onward submission to USIEF before 01.04.2015. **The proposals will not be entertained if received directly from the teacher/Principal in this office or USIEF. All concerned are, therefore, requested to apply through proper channel.**

The Deputy Commissioners are requested to check the antecedents of applicants especially vigilance clearance properly before recommending the cases to KVS (HQ).

This issues with the approval of the competent authority.

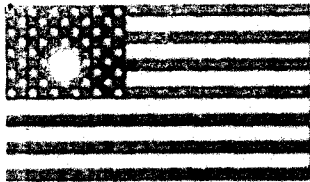
Yours faithfully,

  
(P.K. Koul)

Deputy Commissioner (Acad.)

Copy to:

1. The Indian Program Manager, United States-India Educational Foundation, 12, Hailey Road, New Delhi-110001 with reference to her letter dated 12.01.2015 for information.
2. The Deputy Commissioner, KVS ROs other than above.
3. The EDP Cell with the request to upload this letter on KVS website.



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# Teaching Excellence and Achievement Program (TEA)

A program of the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State, implemented by IREX and administered by USIEF

## *Application for International Teachers*

The U.S. Department of State and IREX announce an open competition for a program that will bring outstanding secondary-level school teachers to the U.S. for a professional development opportunity. TEA seeks to:

- Enhance teachers' expertise in their teaching discipline and equip them with a deeper understanding of best practices in teaching methods, lesson planning, and instructional technology
- Create among educators a more nuanced understanding of the U.S.
- Develop productive and lasting relationships and mutual understanding between U.S. and international teachers and their students.
- Contribute to improving teaching in participating countries by preparing participants to serve as teacher leaders who, upon returning home, will apply and share their experience and skills with their peers and students.

### ELIGIBLE TEACHING DISCIPLINES FOR TEA ARE:

- English or English as a Foreign Language,
- Social Studies (Social Studies, Civics, History, Geography, Economics)
- Mathematics
- Science
- Special Education teachers in the disciplines listed above

Please return completed applications to:

**United States-India Educational Foundation (USIEF) Hyderabad Regional Office**  
American Consulate Building, Paigah Palace, 1-8-323, Chiran Fort Lane, Begumpet, Secunderabad 500 003  
Phone: 0 - 83416 96570, 95736 00290, E-mail: [usiefhyderabad@usief.org.in](mailto:usiefhyderabad@usief.org.in), Website: [www.usief.org.in](http://www.usief.org.in)

**CONTACT PERSON: MS. PIYA BAHADUR, REGIONAL OFFICER**

**DEADLINE: April 1, 2015**

*Application Deadline: April 1, 2015  
Applications are free of charge and may be duplicated.*

**Teaching Excellence and Achievement Program (TEA)**  
**Application for International Teachers**

**PROGRAM OVERVIEW**

The Teaching Excellence and Achievement Program (TEA) will provide international teachers with unique opportunities to develop expertise in their subject areas, enhance their teaching skills, and increase their knowledge of the United States.

The Teaching Excellence and Achievement Program (TEA) will provide approximately 160 secondary school teachers from East Asia and the Pacific, Europe and Eurasia, the Near East, South and Central Asia, Sub-Saharan Africa, and the Western Hemisphere with unique opportunities to develop expertise in their subject areas, enhance their teaching skills and increase their knowledge about the United States. TEA consists of a six-week non-degree, non-credit academic program at a U.S. University. The international participants will travel to the United States in two cohorts of approximately 80 teachers each in spring or fall 2016. TEA provides academic seminars focusing on teaching methodologies, curriculum development, lesson planning, teaching strategies, and instructional technology training. Intensive English language instruction will be offered to teachers who need additional practice. The program will also include a field experience at a U.S. secondary school where participants work closely with U.S. teachers and teach and present to U.S. students. Cultural enrichment, mentoring, and support will be provided to participants throughout the program.

After returning home, teachers will be eligible to participate in a small grants program to request funds for essential teaching materials, follow-on training for other teachers, collaborative projects between their home schools and U.S. schools, and other activities that build on the exchange experience.

**ABOUT THE BUREAU OF EDUCATIONAL AND CULTURAL AFFAIRS, U.S. DEPARTMENT OF STATE**

The Bureau of Educational and Cultural Affairs (ECA) of the U.S. Department of State fosters mutual understanding between the people of the United States and the people of other countries around the world. ECA strives to achieve this goal through a wide range of international exchanges as authorized by the Mutual Educational and Cultural Exchange Act of 1961, as amended. ECA works in close cooperation with U.S. Embassies overseas to promote personal, professional, and institutional ties between private citizens and organizations in the United States and abroad.

**ABOUT IREX**

IREX is an international nonprofit organization providing thought leadership and innovative programs to promote positive lasting change globally. We enable local individuals and institutions to build key elements of a vibrant society: quality education, independent media, and strong communities. To strengthen these sectors, our program activities also include conflict resolution, technology for development, gender, and youth.

Founded in 1968, IREX has an annual portfolio of over \$70 million and a staff of over 400 professionals worldwide. IREX employs field-tested methods and innovative uses of technologies to develop practical and locally-driven solutions with our partners in more than 100 countries.

**UNITED STATES – INDIA EDUCATIONAL FOUNDATION (USIEF)**

The United States – India Educational Foundation (USIEF) was established in 1950 to promote mutual understanding between the citizens of India and of the U.S. through educational exchange of outstanding scholars, professionals and students. USIEF fosters research, lecture and study primarily through fellowships for Indian and U.S. citizens; educational advising for Indians interested in study opportunities in the U.S.; and dialogue among its alumni and their communities.

*Application Deadline: April 1, 2015*  
*Applications are free of charge and may be duplicated.*

**ELIGIBILITY REQUIREMENTS**

Applicants must:

- Be full-time school teachers (6<sup>th</sup> to 12<sup>th</sup> grades) in a school that serves a primarily local (not expatriate) population;
- Have five or more years of classroom experience in TEA teaching disciplines: English, EFL, Social Studies, Mathematics, Science, or special education;
- Be citizens of and residents in India;
- **Live and teach in the states of Andhra Pradesh, Odisha and Telangana;**
- Have earned a Bachelor's degree with a teacher training degree;
- Be present in India at the time of submitting the application and for the interview;
- Obtain a minimum score of 450 on paper based TOEFL or equivalent English language examination\*;
- Demonstrate a commitment to continue teaching after completion of the program; and
- Have submitted a complete application.

\*A limited number of participants with TOEFL scores between 425 and 450, or equivalent, will be accepted for the program into a special cohort with additional English language training included in the professional development program. TOEFL scores are not required at the time of application. If you are short-listed for interview, USIEF will administer the TOEFL or an equivalent of English proficiency test.

The Teaching Excellence and Achievement Program promotes diversity in the classroom and in learning. The TEA Program supports inclusion and strongly encourages teachers with disabilities to apply.

**Former participants of TEA, the International Leaders in Education (ILEP) program, Partners in Education (PiE), Fulbright Distinguished Awards in Teaching Program or the Fulbright Teacher Exchange Program are not eligible to apply. If you have participated in other U.S. government-funded professional development exchange programs, please talk to USIEF about your eligibility.**

TEA is a program for practicing teachers. Ministry of Education officials, full-time principals or educational administrators, full-time teacher trainers, university faculty, private English Language tutors, are not eligible. Staff or families of staff at a U.S. Embassy or Fulbright Commission are not eligible to apply.

Current IREX employees and consultants and their immediate family members (spouses, parents, children, and siblings) are not eligible to compete in any IREX-implemented grant programs, either as individuals or as the responsible party representing an institutional applicant. IREX does not discriminate against grant applicants because of race, color, religion, sex, age, national origin, disability or any other protected characteristic as established by U.S. law.

*APPLICATIONS NOT MEETING THE ABOVE ELIGIBILITY REQUIREMENTS WILL NOT BE FORWARDED TO THE SELECTION COMMITTEE.* IREX reserves the right to verify all of the information included in the application. In the event that there is a discrepancy, or information is found to be false, the application will immediately be declared invalid and the applicant ineligible.

**PROVISIONS OF THE FELLOWSHIP**

- J-1 visa support;
- A pre-departure orientation held in participant's home country;
- Round-trip airfare to and within the U.S.;
- A Welcome Orientation in Washington, D.C.;
- Academic program fees;
- Housing (generally shared with other program fellows) and meals;
- Accident and sickness medical insurance coverage (does not cover pre-existing conditions);
- Transportation to the practicum school (if necessary);
- A daily allowance for incidentals during the university academic program
- A book/professional development allowance; a baggage/shipping allowance; and
- The opportunity to apply for alumni small grants.

*Application Deadline: April 1, 2015  
Applications are free of charge and may be duplicated.*

**SELECTION PROCESS AND CRITERIA**

TEA Fellows will be selected through a merit-based open competition based on the criteria below. Top candidates will be interviewed by an interview panel and must take the TOEFL (Test of English as a Foreign Language) or equivalent English language examination or provide valid results from within a year of the application deadline. TOEFL scores received between June 2014 and the application deadline are valid for consideration and use for selection committees to assess an applicant's English language proficiency.

Selection Criteria (not in order of importance):

- Demonstrated commitment to teaching in the field of secondary education;
- Demonstrated leadership potential;
- Professional and educational experience and achievements;
- Potential for developing long-term linkages between U.S. and Indian educational institutions and schools;
- Preparedness (including maturity, flexibility, and ability to function independently) for an **intensive** U.S.-based training program with very limited free time for personal travel or sightseeing;
- Willingness and capacity to work and live collaboratively with international peers to foster a positive learning community for professional development;
- Ability to express ideas clearly and effectively; and
- English language skills adequate to manage coursework, develop lesson plans, and team-teach in U.S. schools (a minimum paper-based or equivalent TOEFL score of 450 is required for TEA participation).
- Applicants who have had few or no opportunities to travel to the U.S. will be given priority.

**GENERAL APPLICATION INSTRUCTIONS & SUBMISSION GUIDELINES**

- Please answer **all** questions on the application.
- Please type or print in black ink.
- If a question does not apply to you, enter N/A (not applicable).
- Include your full, legal name as spelled on your passport (if available) or other photo identification.
- Include complete contact information (including zip/postal codes for all addresses and city codes for all phone and fax numbers if available).
- Write your full name, city, and country in the top right corner of each page.
- Hand sign the Privacy Policy on the last page with ink.

**INSTITUTIONAL SUPPORT AND REFERENCE FORM**

All applicants must include the Institutional Support and Reference Form, which must be completed by your supervisor at the school where you are employed. The form must be signed in ink. An English translation must be provided if the form and reference letter are not written in English. The official who completes and signs this form must be the official authorized to approve participation in the program and grant a leave of absence. Applicants should discuss their application to the program with their administrator in advance and should be aware that their application will not be considered without the administrator's approval.

**A completed application includes all elements listed below. You may submit your application by April 1, 2015 to USIEF Regional office in Hyderabad in paper form in the following order:**

1. Application,
2. Institutional Support and Reference Form completed by your supervisor, and
3. A copy of the photo and information pages of your passport (or photo identification).

**PROGRAM TIMELINE**

APRIL 1, 2015	Application Deadline
May 2015	TOEFL Testing/Interviews
September 2015	Notification of Finalists
December 2015	Pre-Departure Orientation Cohort I
Late January-March 2016	U.S. Program Dates Cohort I
July 2016	Pre-Departure Orientation Cohort II
September-November 2016	U.S. Program Dates Cohort II

*Application Deadline: April 1, 2015  
Applications are free of charge and may be duplicated.*



APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_



**Teaching Excellence and Achievement Program (TEA)**  
**International Teacher Application**  
 A program of the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State,  
 implemented by IREX and administered by USIEF

*Please complete ALL information requested. Incomplete applications will not be accepted.*

**TEA Cohort Preference:**

Please indicate your program cohort preference (\*note: preference is not guaranteed):

- Cohort I (January – March 2016)     
  Cohort II (September – November 2016)     
  No preference

**Name (please spell exactly as it is written on your passport)**

First/Given name:	
Middle name:	
Family name/Surname:	

**Country**

Country of Citizenship:	
Country of Legal Residence:	

**Place of Birth**

City of Birth:	
Country of Birth:	

**Gender**

Male       Female

**Number of Years Teaching**

I have been teaching for \_\_\_\_\_ years (not including student teaching practicums).

*Application Deadline: April 1, 2015  
 Applications are free of charge and may be duplicated.*

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**Date of Birth (as listed on your passport)**

Month	Day	Year
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Please check your birth month:

- January    February    March    April    May    June  
 July    August    September    October    November    December

**What discipline is your PRIMARY teaching assignment?**

**English**

- English for native speakers    English for non-native speakers    English literature  
 English Grammar    Other \_\_\_\_\_

**Math**

- Algebra    Geometry    Calculus    Statistics    Other \_\_\_\_\_

**Science**

- Chemistry    Physics    Earth Science    Biology    Other \_\_\_\_\_

**Social Studies**

- History    Geography    Sociology    Civics    Economics    Religion  
 Other \_\_\_\_\_

**Special Education (Working with students with learning or physical disabilities)**

- English    Math    Science    Social Studies    Other \_\_\_\_\_



APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**What other disciplines are you assigned to teach? (Select all that apply)**

**English**

- English for native speakers       English for non-native speakers       English literature  
 English Grammar       Other \_\_\_\_\_

**Math**

- Algebra     Geometry     Calculus     Statistics     Other \_\_\_\_\_

**Science**

- Chemistry     Physics     Earth Science     Biology     Other \_\_\_\_\_

**Social Studies**

- History     Geography     Sociology     Civics     Economics     Religion  
 Other \_\_\_\_\_

**Special Education** (*Working with students with learning or physical disabilities*)

- English     Math     Science     Social Studies     Other \_\_\_\_\_

**9. Home Mailing Address:**

Street/Building Number \_\_\_\_\_ Apartment Number \_\_\_\_\_  
(if applicable)

City or Town \_\_\_\_\_ Country \_\_\_\_\_

Region/Province/State \_\_\_\_\_ Postal Index/Code \_\_\_\_\_  
(if applicable)

Telephone number \_\_\_\_\_ Mobile Telephone: \_\_\_\_\_  
(country code + city code + number)      (country code + city code + number)

E-mail: \_\_\_\_\_

**10. School Address:**

Name of School: \_\_\_\_\_

City or Town \_\_\_\_\_ Region/Province/State \_\_\_\_\_

Country \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**11. School Information:**

- (a) Is your school in an urban or rural area?       Urban       Rural  
(b) Is your school government-run or private?       Government-run       Private

Total number of students at the school: \_\_\_\_\_

Total number of full-time teachers at the school: \_\_\_\_\_

Total number of part-time teachers at the school: \_\_\_\_\_

Grade levels at the school: \_\_\_\_\_

Age range of students: \_\_\_\_\_

Average number of students per class: \_\_\_\_\_

In less than 200 words, please tell us briefly about your school and the community it serves: Who are the students? What do they do when they leave school or complete their studies at your school? What kind of work do their parents do? Please briefly share any other important information about the school community here.

12. Have you ever been convicted of a crime?       Yes       No

If yes, please provide additional information, including a description of the factual circumstances of the arrest or conviction and any supporting documentation.

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

13. Has a teacher at your school participated in TEA or the International Leaders in Education (ILEP) program?  
If yes, what is his/her name, the program and the dates of participation?

Yes       No

Name(s): \_\_\_\_\_

Program: \_\_\_\_\_

Dates of Participation: \_\_\_\_\_

14. Are you currently applying to any other U.S. government sponsored program, *including online programs*?

Yes       No

If yes, please specify which program: \_\_\_\_\_

Program Dates: \_\_\_\_\_

Name of sponsoring organization: \_\_\_\_\_

15. Are you currently applying or do you plan to apply to any professional development programs in other countries?

Yes       No

If yes, please specify which program: \_\_\_\_\_

Program Dates: \_\_\_\_\_

Name of sponsoring organization: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

16. In the chart below, please fill in any previous trips you have taken outside of India. Please include trips for tourism, work, and exchange programs. Also include any trips sponsored by the U.S. government. Please provide as many details as possible in the "Notes" column.

City, Country Visited	Year of Travel	Reason for Visit (Work/ Tourism/ Exchange Program)	Notes (Name of program, program details, sponsoring organization, etc.)

Application Deadline: April 1, 2015  
Applications are free of charge and may be duplicated.

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

17 (a). Please list other international exposure you have had including working with international organizations or foreigners in India.

17 (b). During the TEA Program, participants often have roommates from other areas of the world. What steps would you take to successfully live with a person from another country?

18. How did you hear about the TEA program?

- Colleague       Program Alumnus       Friend       School Administrator  
 Publication: \_\_\_\_\_       Website: \_\_\_\_\_  
 Other: \_\_\_\_\_       USIEF office: \_\_\_\_\_

19. Education: Please list your educational background.

Institution/School	# of years of study	Field of Study	Degree/Certificate (BA, BS, Masters, PhD, etc.)	Year of Degree

Application Deadline: April 1, 2015  
Applications are free of charge and may be duplicated.

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**20. Foreign Language Proficiency:** Please rate your proficiency for each language you know in the categories of reading, writing, comprehension and speaking. Please rate on scale of 1 to 5 with 1 being low, and 5 being high.

Language	Reading	Writing	Comprehension	Speaking

**21. Work History:** Please list below your work history for the past five years. **Please list your current position first.**

*Only one section is necessary per school, even for multiple years.*

Current School Information

Name of school: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Length of employment (dates): \_\_\_\_\_

Grade level(s) taught and age range of students: \_\_\_\_\_

Number of hours per week teaching: \_\_\_\_\_

Primary discipline taught: \_\_\_\_\_

Additional duties: \_\_\_\_\_

Previous School Information

Name of school: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Length of employment (dates): \_\_\_\_\_

Grade level(s) taught and age range of students: \_\_\_\_\_

Number of hours per week teaching: \_\_\_\_\_

Primary discipline taught: \_\_\_\_\_

Additional duties: \_\_\_\_\_

Previous School Information

Name of school: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Length of employment (dates): \_\_\_\_\_

Grade level(s) taught and age range of students: \_\_\_\_\_

Number of hours per week teaching: \_\_\_\_\_

Primary discipline taught: \_\_\_\_\_

Additional duties: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**22. Additional Education or Professional Experience & Activity:** Please list what activities you have pursued inside and outside the classroom to maintain your professional training as an educator. In addition, please list professional organizations that you are a member of and relevant work in your community outside of school.

**23. Classroom Lesson:** Please **attach** a lesson plan that you have used in your classroom and answer the following questions: How did you plan/design the lesson? How did your students receive the lesson? How did you assess your students' learning?

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**24 (a). Would you be interested in participating in a TEA cohort that will include a special focus on supporting gender responsive classrooms with a focus on improving education for girls?**

Yes

No

**24 (b). If yes, please answer the following question on girls' education:** Describe the opportunities or challenges for girls in your community to receive a quality education. If applicable, describe strategies you have implemented to expand or improve opportunities for girls' education, or addressed other important issues affecting girls in your community.

\* For 2016, ECA and IREX will host a limited cohort for participants with an interest and/or a need in focusing on supporting gender responsive classrooms and improving girl's education. The cohort will feature a concentration on strategies to improve and support girl's education, in addition to pedagogical professional development.





APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

25 ( continued). Weekly Schedule

School Name	Day of the Week	Time of Day	Length of class/ responsibility (in minutes)	Subject	Grade	Number of Students in the Class	Age of Students

Application Deadline:  
Applications are free of charge and may be duplicated.

26. **Statement of Purpose:** Your Statement of Purpose is the most important part of your application. Your response will give the selection committee an opportunity to better understand you as a teacher leader and your desire to participate in the program. Statements must be clearly written in order to be considered.

In the space provided, please address *all* questions in *no more than 500 words*:

- Why do you want to participate in the TEA Program?
- Describe an occasion when you were a leader or set a positive example in your school and community.
- What skills and experience do you hope to gain from participating in the TEA Program, and how will these benefit you and your community once you have completed the program? Describe at least two ways you will share these skills with your school and/or community.

*Application Deadline:  
Applications are free of charge and may be duplicated.*

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**Additional Space:** Please use this space for any additional information. Include any responses that did not fit elsewhere in the application.

*Application Deadline:  
Applications are free of charge and may be duplicated.*

APPLICANT NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

## IREX PRIVACY POLICY & APPLICATION CERTIFICATION STATEMENT

Your privacy is important to IREX. That is why we request that all applicants read the following privacy policy statement carefully.

### 1. APPLICANT AND PARTICIPANT INFORMATION CONTENT AND STORAGE

Information about program applicants and current and past participants consists of data contained in their applications, information derived from interviews, and information gathered during the course of their program and as program alumni. IREX stores this information in written and electronic form indefinitely. Some data, such as contact information and professional experience, is continually updated.

### 2. USE OF INFORMATION: Information, which is described above, may be:

- A. Used by selection committees and interviewers to review applicants;
- B. Supplied to the program's funding organization;
- C. Submitted to potential host schools, universities, or organizations and/or organizations that provide field experience opportunities; and
- D. Used for the evaluation of an individual's participation in the program and in the collection of data for general program evaluation by IREX, funding agencies or other organizations contracted to conduct evaluations.

IREX does not sell applicant or current/past participant information.

The principles stated herein are binding only to IREX; other organizations involved in the implementation of these programs may adhere to other privacy or similar policies.

### 3. CERTIFICATION: I certify that I completed this application myself, without any aid or assistance, that the information given in this application is complete and accurate, and that I have carefully read and understand all notes and disclaimers provided therein.

I understand that IREX reserves the right to verify all the information listed in the application. I understand that giving false or misleading information in the application will result in exclusion from the competition or immediate dismissal from the Teaching Excellence Achievement (TEA) program.

Also, I acknowledge that I am aware of the following requirements that I must observe if I am selected for the program:

- I must abide by all program rules and regulations and observe all the laws of the United States during my stay there, including returning to India for at least two years at the conclusion of the program in compliance with J-1 visa requirements.
- The medical insurance provided to me during my travels is intended only for emergencies and does not cover ordinary, pre-existing, and dental conditions.
- My spouse, children, other relatives or individuals are not permitted to accompany me to the United States on the program.

\_\_\_\_\_  
Signature of Applicant (must be hand signed)

\_\_\_\_\_  
Date

*Application Deadline:*

*Applications are free of charge and may be duplicated.*

(22)

NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_



## Teaching Excellence and Achievement Program (TEA)

A program of the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State

### 2016 INSTITUTIONAL SUPPORT AND REFERENCE FORM

This institutional support and reference form is to be completed by your supervisor at the school where you are employed. The form must be hand signed.

*An English translation should be provided if the form and reference letter are not written in English.*

***To be completed by the applicant:***

Name of Applicant: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Job Title of Supervisor: \_\_\_\_\_

Name of School: \_\_\_\_\_

City of School: \_\_\_\_\_

Telephone of Supervisor: \_\_\_\_\_

E-mail of Supervisor: \_\_\_\_\_

**The Teaching Excellence and Achievement Program (TEA)** provides international teachers with unique opportunities to develop expertise in their subject areas, enhance their teaching skills and increase their knowledge about the United States. TEA consists of a six-week non-degree, non-credit customized academic program including seminars on new teaching methodologies, curriculum development, lesson planning, and instructional technology. Participants will also participate in a field experience in a U.S. secondary school near the host university to work closely with U.S. teachers to observe and present to U.S. students. Cultural enrichment, mentoring, and support will be provided throughout the program. The international participants will travel to the United States in two cohorts of approximately 80 teachers each in spring or fall 2016. Upon returning home, TEA program alumni are eligible to apply for small grants for essential teaching materials, follow-on training for other teachers, collaborative projects between schools in their home country and the United States, and other activities that build on their U.S. experience.

***To be completed by the supervisor:***

1. Please check the **top 3 qualities** that your teacher demonstrates:

- |   |   |
|---|---|
| <input type="checkbox"/> Tolerance              | <input type="checkbox"/> Passion for teaching |
| <input type="checkbox"/> Respect                | <input type="checkbox"/> Team-Work            |
| <input type="checkbox"/> Outspokenness          | <input type="checkbox"/> Leadership           |
| <input type="checkbox"/> Care for students      | <input type="checkbox"/> Flexibility          |
| <input type="checkbox"/> Promotion of new ideas | <input type="checkbox"/> Positive reputation  |

NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

2. In the space provided below, please write or type a recommendation letter expressing why this teacher should participate in the TEA program and how you think both the teacher and your school would benefit. What teaching skills and professional characteristics distinguish this teacher from other teachers in your school?

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NAME: \_\_\_\_\_

COUNTRY: \_\_\_\_\_



## 2016 Teaching Excellence and Achievement Program (TEA)

A program of the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State,  
and implemented by IREX

I certify that our school is pleased to participate in the 2016 Teaching Excellence and Achievement Program (TEA) funded by the U.S. Department of State's Bureau of Educational and Cultural Affairs and administered by IREX, in the event the representative of the institution is selected for participation in the program.

Our school will provide assistance to our TEA Participant throughout the program duration by supporting him or her to participate in the six-week TEA program activities in the United States in 2016. I understand that program activities will include a professional development program at a U.S. university, including coursework and/or customized seminars and intensive training in the following: teaching methodologies, lesson plan development, and teaching strategies for diverse school environments, and instructional technology. The program will also include a field experience at a secondary school to engage participants actively with U.S. teachers and students.

Ms./Mr. \_\_\_\_\_ will be granted leave

with pay

without pay

during this time and will be re-instated upon his or her return to the school.

I recognize the importance of this program in the pursuit of advancement and development for the school's teachers and look forward to the applicant's participation in the program.

Name of School Director \_\_\_\_\_

Signature of School Director (must be hand signed) \_\_\_\_\_

Date \_\_\_\_\_