



केन्द्रीय विद्यालय संगठन/KENDRIYA VIDYALAYA SANGATHAN

(Min. of HRD, Deptt. of Education, Govt. of India)

18-संस्थागत क्षेत्र / 18-Institutional Area

शहीद जीत सिंह मार्ग / Shaheed Jeet Singh Marg

नई दिल्ली - 110016 / New Delhi - 110016

Tel : 26858570, Fax No. 011-26514179

www.kvsangathan.nic.in

फा.सं.:110332/8/2013-14/केविस(मु0)/शैक्षिक/1615-1641

दिनांक:- 29 जनवरी, 2014  
30 स्पीड पोस्ट

उपायुक्त,  
केन्द्रीय विद्यालय संगठन,  
समस्त क्षेत्रीय कार्यालय।

विषय: यूएसआईईएफ द्वारा शैक्षिक उत्कृष्टता और उपलब्धियां (टी.ई.ए.) 2014 की घोषणा।  
Announcement of 2014 Teaching Excellence and Achievement (TEA) Program by USIEF.

महोदय/महोदया,

यूनाइटेड स्टेट्स-इंडिया एजुकेशनल फाउंडेशन(यूएसआईईएफ) ने दिनांक 08.01.2014 के पत्र द्वारा सूचित किया है कि:

यूनाइटेड स्टेट-इंडिया एजुकेशनल फाउंडेशन(यूएसआईईएफ) ने दिल्ली, हरियाणा, हिमाचल प्रदेश, जम्मू व कश्मीर, पंजाब, राजस्थान, उत्तराखंड,, उत्तरप्रदेश एवं उत्तरी क्षेत्र के सभी केंद्र शासित प्रदेशों 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 (टी.ई.ए.) 2014 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 करती है।

शैक्षिक उत्कृष्टता और उपलब्धियां (टी.ई.ए.) 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 अमेरिकी सैकण्डरी स्कूल में अमेरिकी शिक्षकों के साथ मिलकर काम करने और अमेरिकी 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।

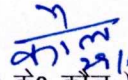
कार्यक्रम और आवेदन प्रक्रिया के बारे में जानकारी वेबसाइट [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in) पर अपलोड की गई है।

आपसे अनुरोध है कि इस कार्यक्रम की जानकारी अपने अधीनस्थ सभी केन्द्रीय विद्यालयों में उपरोक्त विषय के अध्यापन करने वाले अध्यापकों के ध्यान में लाई जाए। विधिवत रूप से भरे हुए आवेदन पत्र दिनांक 20.03.2014 तक इस कार्यालय में भिजवाना सुनिश्चित करें ताकि दिनांक 01.04.2014 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 केविस (मुख्यालय) में संस्तुति से पहले आवेदकों के पूर्ववृत्त विशेष रूप से सतर्कता अनापत्ति (vigilance clearance) संबंधी जांच अवश्य सुनिश्चित करें।

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

भवदीय,

  
( पी0 के0 कोल )  
उपायुक्त (शैक्षिक)

प्रतिलिपि:

1. भारतीय प्रोग्राम प्रबंधक, यूनाइटेड स्टेट्स-इंडिया एजुकेशनल फाउंडेशन, 12, हैली रोड, नई दिल्ली-110001 को उनके पत्र दिनांक 08.01.2014 के संदर्भ में सूचनाार्थ।
2. ई.डी.पी. प्रकोष्ठ, के.वि.सं.(मुख्यालय) कृपया वेबसाइट पर प्रदर्शित करें।



केन्द्रीय विद्यालय संगठन / KENDRIYA VIDYALAYA SANGATHAN

(Min. of HRD, Deptt. of Education, Govt. of India)

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www.kvsangathan.nic.in

F. No.:110332/8/2013-14/KVS(HQ)/Acad./ 1615-1641

Date:- 29.01.2014

Speed Post

The Deputy Commissioner,  
Kendriya Vidyalaya Sangathan,  
All Regional Offices.

**Subject: Announcement of 2014 Teaching Excellence and Achievement (TEA) Program by USIEF.**

Sir/Madam,

The United States-India Educational Foundation (USIEF) has informed vide letter dated 08.01.2014 as under:

United States-India Educational Foundation (USIEF) has announced the 2014 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 Delhi, Haryana, Himachal Pradesh, Jammu and Kashmir, Punjab, Rajasthan, Uttarakhand, Uttar Pradesh and all Union Territories in the North. 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**.

You are, requested to bring it to the notice of the teachers teaching in above subjects in Kendriya Vidyalayas under your jurisdiction. The application duly completed must reach this office on or before 20.03.2014 for onward submission to USIEF before 01.04.2014. **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 08.01.2014 for information.
2. The EDP Cell with the request to upload this letter on KVS website.



www.usief.org.in



January 8, 2014

Mr. P K Koul  
Deputy Commissioner (Acad)  
Kendriya Vidyalaya Sangathan  
18, Institutional Area  
Shaheed Jeet Singh Marg  
New Delhi 110 016

**Sub: Announcement of 2014 Teaching Excellence and Achievement (TEA) Program**

Dear Mr. Koul:

USIEF wishes you a Happy New Year!

I am happy to inform you that United States-India Educational Foundation (USIEF) has announced the **2014 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 **Delhi, Haryana, Himachal Pradesh, Jammu and Kashmir, Punjab, Rajasthan, Uttarakhand, Uttar Pradesh and all Union Territories in the North**. Please note that this competition is open only to teachers from the states mentioned above and not the rest of India. This 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.

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 support will be provided throughout the program. Selected Indian teachers will receive round-trip transportation, room and board and applicable allowances and will travel on J 1 visas.

**Application deadline for Indian candidates is April 1, 2014.**

Details regarding the program and the application form are enclosed. I would be grateful if you could post this announcement on your website and also bring it to the attention of interested teachers teaching in Kendriya Vidyalayas of the specified states.

USIEF looks forward to your support and cooperation.

Sincerely,

Gayatri Singhal  
Indian Program Manager

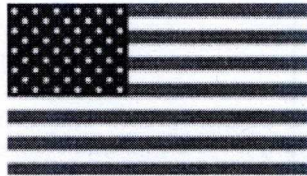
**United States-India Educational Foundation**

United States-India Educational Foundation is a binational organization established by treaty in 1950  
12 Hailey Road, New Delhi 110 001, India Tel.: +91-11-4209 0909, 2332 8944 Fax: +91-11-2332 9718 E-mail: info@usief.org.in

**REGIONAL OFFICES:**

**Chennai:** American Consulate Building, 220 Anna Salai, Chennai 600 006 Tel.: +91-44-2857 4134/4423/4131 Fax: +91-44-2811 2075 E-mail: usiefchennai@usief.org.in  
**Hyderabad:** American Consulate Building, Paigah Palace, 1-8-323, Chiran Fort Lane, Begumpet, Secunderabad 500 003 Tel.: +91-40-4033 8300 E-mail: usiefhyderabad@usief.org.in  
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**Mumbai:** 2nd Floor, Maker Bhavan-1, New Marine Lines, Church Gate (East), Mumbai 400 020 Tel.: +91-22-2262 4603 Fax: +91-22-2266 3956 E-mail: usiefmumbai@usief.org.in

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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, etc.)
- Mathematics
- Science
- Special Education teachers

Please return completed applications to:

United States-India Educational Foundation (USIEF)  
12, Hailey Road, New Delhi 110 001

Phone: 011- 4209 0909, Email: [gayatri@usief.org.in](mailto:gayatri@usief.org.in)

Contact Person: Dr. Gayatri Singhal, Indian Program Manager, USIEF-Delhi

**APPLICATION DEADLINE: APRIL 1, 2014**

*Application Deadline: April 1, 2014  
Applications are free of charge and may be duplicated.*

<p style="text-align: center;"><b>Teaching Excellence and Achievement Program (TEA)</b> <b>Application for International Teachers</b></p>
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**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 150 secondary school teachers from Europe and Eurasia, East Asia and the Pacific, 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 75 teachers each in spring or fall 2015. 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 request funds from a competitive alumni small grants program 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, 2014  
Applications are free of charge and may be duplicated.*

### **ELIGIBILITY REQUIREMENTS**

Applicants must:

- Be a full-time school teacher (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 ILEP teaching disciplines: English, EFL, Social Studies, Mathematics, Science, or special education
- Be citizens of India and be qualified to hold a valid Indian passport;
- **Live and teach in Chandigarh, Delhi, Haryana, Himachal Pradesh, Jammu and Kashmir, Punjab, Rajasthan, Uttarakhand and Uttar Pradesh;**
- Hold a Bachelor's degree in the teaching subject 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 small group of no more than 20 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.

**Former participants of TEA, the International Leaders in Education (ILEP) program, Partners in Education (PiE), or the Fulbright Teacher Exchange Program are not eligible to apply. If you have participated in other professional development exchange programs, please talk to the concerned person at 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.

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 India;
- 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;
- 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;
- A Closing Workshop in Washington, D.C.; and
- The opportunity to apply for alumni small grants.

*Application Deadline: April 1, 2014  
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 June 2013 or later.

#### 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 to the USIEF Office in Delhi 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, 2014	Application Deadline
End April 2014	Screening of applications
Mid May 2014	Administer English language proficiency test and interviews of short-listed candidates
September 2014	Notification of Finalists
December 2014	Pre-Departure Orientation Cohort I
January-March 2015	U.S. Program Dates Cohort I
July 2015	Pre-Departure Orientation Cohort II
September-November 2015	U.S. Program Dates Cohort II

Application Deadline: April 1, 2014  
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, and implemented by IREX

*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 2015)       Cohort II (September – November 2015)       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, 2014  
Applications are free of charge and may be duplicated.*



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

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

Date of Birth (as listed on your passport)					
Month	Day	Year			
<i>Please check your birth month:</i>					
<input type="checkbox"/> January	<input type="checkbox"/> February	<input type="checkbox"/> March	<input type="checkbox"/> April	<input type="checkbox"/> May	<input type="checkbox"/> June
<input type="checkbox"/> July	<input type="checkbox"/> August	<input type="checkbox"/> September	<input type="checkbox"/> October	<input type="checkbox"/> November	<input type="checkbox"/> December

What classes do you teach? (check all that apply)
<b>English</b>
<input type="checkbox"/> English for native speakers <input type="checkbox"/> English for non-native speakers <input type="checkbox"/> English literature
<input type="checkbox"/> English Grammar <input type="checkbox"/> Other _____
<b>Math</b>
<input type="checkbox"/> Algebra <input type="checkbox"/> Geometry <input type="checkbox"/> Calculus <input type="checkbox"/> Statistics <input type="checkbox"/> Other _____
<b>Science</b>
<input type="checkbox"/> Chemistry <input type="checkbox"/> Physics <input type="checkbox"/> Earth Science <input type="checkbox"/> Biology <input type="checkbox"/> Other _____
<b>Social Studies</b>
<input type="checkbox"/> History <input type="checkbox"/> Geography <input type="checkbox"/> Sociology <input type="checkbox"/> Civics <input type="checkbox"/> Economics <input type="checkbox"/> Religion
<input type="checkbox"/> Other _____
<b>Special Education</b> ( <i>Working with students with learning or physical disabilities</i> )
<input type="checkbox"/> English <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/> Social Studies <input type="checkbox"/> Other _____

Application Deadline: April 1, 2014  
Applications are free of charge and may be duplicated.

**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 \_\_\_\_\_

**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.

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

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.

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, 2014.  
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APPLICANT NAME: \_\_\_\_\_

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

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

17 (b). Give an example of a time when you had to demonstrate flexibility interacting with someone from a different culture.

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

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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 subject 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 subject 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 subject taught: \_\_\_\_\_

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

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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 was the lesson received by your students and 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 and 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 how you have expanded or improved opportunities for girls' education, or addressed other important issues affecting girls in your community.

\* For 2015, IREX and ECA will host a limited cohort for participants with an interest and/or a need in focusing on supporting and improving girls' education. The cohort will feature a greater concentration on strategies to improve and support girls' education, as well as pedagogical professional development.







**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*:

- Describe an occasion when you were a leader or set a positive example in your school.
- 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.
- Why do you want to participate in the TEA Program?

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

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

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

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.

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Signature of Applicant (must be hand signed)

Date

*Application Deadline: April 1, 2014  
Applications are free of charge and may be duplicated.*

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

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



## Teaching Excellence and Achievement Program (TEA)

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

### 2015 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 and teach 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 75 teachers each in spring or fall 2015. 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:

Tolerance

Respect

Outspokenness

Care for students

Promotion of new ideas

Passion for teaching

Team-Work

Leadership

Flexibility

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?

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

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



## 2015 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 2015 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 2015. 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 \_\_\_\_\_