



PARTICIPANT APPLICATION
STUDY SPANISH AND WORK PRACTICUM IN CHILE
NINE-WEEK PROGRAM

2011

PROCESS

Application Process

1. Read these instructions and the terms and conditions found on our website carefully:
http://www.teachingchile.com/to_apply_terms2.htm
2. Complete the enclosed application package, which includes:
 - a. A completed application form (with signature)
 - b. Typewritten responses (essay style) to questions included in the application form
 - c. Photocopy of the page of your passport that contains your photograph and personal data
 - d. Copy of your résumé or C.V. (curriculum vitae)
 - e. Two references (including name, phone number and email).
 - f. Two passport sized-photographs with your passport number written on the reverse side
 - g. A U.S. \$50 non-refundable application fee (click on the link below for instructions)
www.teachingchile.com/pdf/payment_methods.doc
3. Make a photocopy of all of the above for your records (including a photocopy of your \$50 check, if paying by check)
4. Mail the original version (with signature) of the completed application package to:

TeachingChile
Avenida Vitacura 3355
Dept. 113
Santiago
CHILE

5. If paying *by check*, mail the \$50 application fee *separate* from the application package to the TeachingChile accounting office located in the United States:

TeachingChile
c/o Sandy Long
25 Valley Terrace
Irvine, CA 92603

*Important. Make sure you mail the check to our accounting office in the United States listed above, **not** to our office in Santiago, Chile. If you mail the check to Santiago, processing of your application and placement could be delayed by as much as four weeks!*

If paying *by credit card*, be sure to fax the credit card authorization form along with your application package to the following U.S. fax number: +1 720-302-7370

6. Fax the photocopies in item #3 above to +1 720-302-7370 **---or---** scan the photocopies and email to info@teachingchile.com Due to time delays in international postal mailings, this dramatically accelerates processing of your application.

PROCESS

Placement Process

1. Once your application package has been received, TeachingChile will contact you to confirm receipt, and schedule a telephone interview in English.
2. Given this program involves a work practicum speaking in Spanish, accepted applicants will be required to have a basic conversational level of Spanish. A TeachingChile staff member will contact you and explain to you (in English) the details of the short telephone conversation that will test your Spanish speaking skills.
3. All interviews, Spanish language conversational test, and decisions are generally made within one week of receiving the application. Accepted applicants will receive an email and phone call notification.
4. The program fee is due within one week of acceptance notification. Positions will only be reserved for those applicants who have paid the established program fee.
5. TeachingChile will provide all accepted program participants via email pre-departure information to ensure you are prepared for your trip including visa advice and other recommendations to be sure you are properly equipped.

PAYMENT METHODS

There are three methods to make a payment:

- mailing a check,
- faxing your credit card information and authorization, or
- paying using your PayPal account

To pay by check: (U.S. bank holders only)

Mail the \$50 check *separate* from the application package to the TeachingChile accounting office located in the United States:

TeachingChile
c/o Sandy Long
25 Valley Terrace
Irvine, CA 92603

*Important: Make sure you mail the check to our accounting office in the United States listed above, **not** to our office in Santiago, Chile. If you mail the check to Santiago, processing of your application and placement could be delayed by as much as four weeks.*

To authorize payment by credit card:

I authorize the charge to my credit card in the amount of US \$ 50.00 to:

Visa MasterCard American Express Diners Club

Name as Appears on Card: _____

Account Number: _____

Expiration Date (month/year) _____

Security Code on Back of Card in Signature Box: _____

Signature: _____

Email: _____

Fax this authorization information to the following U.S. fax number:

+1 720-302-7370

To pay using your PayPal account:

Log into your PayPal account and send the \$50 USD to the following PayPal authorized email address: payment@teachingchile.com . Be sure to include your name associated with your application.

APPLICATION FORM

Develop a resume / curriculum vitae specifically for doing a volunteer work practicum. Try to limit the information to one page, being as concise as possible. Be sure to include the following information:

- Name, address, contact information (including day and evening phone numbers and email)
- Education completed to date
- Special certifications you have earned
- Volunteer and/or community service experience (if applicable)
- Teaching experience (if applicable)
- Time spent abroad (study abroad, work abroad, leisure travel abroad, etc.)
- Professional skills
- Foreign language skills (self-rate your Spanish conversational skills)
- Other skills which you believe are relevant to being accepted into the program
- Two references (including name, phone number and email address). You do not need to provide reference letters—only contact information is required.

ESSAY QUESTIONS

Please answer the following four questions.

IMPORTANT: Given that your application may be photocopied and/or faxed we *highly* recommend you use Microsoft Word, a font type such as ARIEL, and font size 11. Please preface each answer with the question. Use essay format, 250 words or more per question.

1. Why do you believe you are a good candidate to study Spanish in Chile and participate in a volunteer work practicum during the nine-week program period?
2. What personal goals are you hoping to achieve while in Chile?
3. What perceptions do you have of Chile: the people, the culture, the school system, etc.?
4. How do you feel you will adapt to living and working in a developing country? Give examples of how you have adapted to different lifestyles and circumstances.

APPLICATION FORM

Personal Information

(Please type or print clearly the following information.)

Name (first, middle, last) _____

Current Street Address: _____

City: _____ State/Province: _____ Zip/Postal Code: _____

Current Address Valid Until: _____ / _____ / _____

Home Telephone: _____ Work Telephone: _____

Cell Phone: _____

Permanent Street Address: _____

City: _____ State/Province: _____ Zip/Postal Code: _____

Email Address(es) (We prefer a primary email address that does not end with ".edu"):

Country of Citizenship: _____

Date of Birth (month / day / year) : _____ / _____ / _____

Passport Number: _____

Passport Expiration Date: _____ / _____ / _____ Passport Date of Issue: _____

Passport Place of Issue: _____

Name and phone number of next of kin (who we should contact in case of an emergency while you are in Chile):

Education

Undergraduate College / University: _____ Graduation Year: _____

Major: _____ Minor: _____ Grade Point Average: _____

Graduate University: _____ Degree: _____

Date Awarded: _____ / _____ / _____ Area of Concentration: _____

Other Education: _____

Other Specialized Training (for example volunteer work, CPR training, first aid training, Big Brother/Big Sister experience, etc.)

APPLICATION FORM

Program Session Date Selection

Please indicate the program session date(s) that you would like to and are available to participate. Please check more than one if you are available for more than one session during a nine-week period.

- Session 1:** February 18th through April 21st
- Session 2:** March 25th through May 26th
- Session 3:** April 29th through June 30th
- Session 4:** June 3rd through August 4th
- Session 5:** July 1st through September 1st
- Session 6:** August 5th through October 6th
- Session 7:** September 9th through November 10th
- Session 8:** October 14th through December 15th

Drug Testing

The organization you will be performing your work practicum might require a drug test. Please indicate your willingness to take a drug test, if required.

- If required, I *am* willing to take a drug test
- If required, I *am not* willing to take a drug test

Additional Information

Do you have any physical or emotional limitations, any allergies, or other impairments that would limit placement options or participation in everyday teaching or community activities?

- No
- Yes. If yes, please explain: _____

While the TeachingChile program structure provides support for unforeseen or emergency participant needs, each participant must be responsible for his or her own physical, emotional, and mental health while abroad, including obtaining any medications. Are you able to assume full responsibility for your physical, emotional, and mental health while a participant in Chile?

- Yes
- No. If no, please explain: _____

Do you require any specialized housing arrangements?

- No
- Yes. If yes, please explain: _____

Have you ever been convicted of a felony or misdemeanor?

- No
- Yes. If yes, please give a detailed explanation on a separate page.

APPLICATION FORM

Signature

I confirm that the statements contained in this application are accurate to the best of my knowledge, and I understand and accept the Terms and Conditions of the program as listed online at http://www.teachingchile.com/to_apply_terms2.htm

Signature _____

Date: ____ / ____ / _____