



TEACHER EXCHANGE PROGRAM 2011

For the exclusive use of the Mexican Authorities

Mexican Consulate at:

Application Form

I. GENERAL DATA

1. Local Coordinator of the Exchange Program: _____

2. Address: _____ City: _____ State ID _____
ZIP/Postal Code: _____ Tel. _____ Fax. _____
e-mail: _____

3. Name of the School, Organization or Institution

4. Name of the Principal _____

5. Address: _____ City: _____ State ID _____
ZIP/Postal Code: _____ Tel. _____ Fax. _____

6. State the total number of Hispanic students attending your institution and the percentage of those who are of Mexican origin: _____

7.- How many Mexican teachers do you need? _____

II. TYPE OF ACTIVITIES TO BE PERFORMED BY THE MEXICAN TEACHER.

8. Type of program in which the teacher would participate

- () Nine-month school year
- () Summer school
- () Year- round school
- () Migrant Program
- () Bilingual Program
- () English as a second language
- () Other Specify _____

The deadline to send applications to host a Mexican teacher is **February 11th, 2011**

9. In general, indicate all of the activities that the Mexican teacher may perform. Mark all that apply.

- Teaching a group
- Assisting a teacher in a group
- Working with parents
- Working with the local community
- As adviser in the elaboration and use of educational materials
- Workshops about Mexican history, traditions and culture
- Workshops for teachers regarding the Mexican educational system
- Teaching reading and writing Spanish language
- Self-esteem and identity of the Mexican or Mexican-American students
- Administrative affairs
- Others

Specify _____

10. State the teaching level in which the Mexican teacher would be placed

- Pre- school
- Kindergarten
- Elementary
- Middle school
- High school
- Other (Specify) _____

11. Describe the schedule for training prior to the beginning of the activities.

Indicate the length and dates.

Information regarding the local U.S. school population to be attended by the Mexican teachers.

12. Ethnic origin of the students

- Mexican
- Mexican-American
- Latino (other than Mexican-origin)
- Other Specify _____

13. Approximate number of students to be served _____

14. Average age _____

15. Number of groups _____

16. Number of students per group _____

17. Schedules _____

III. INFORMATION ABOUT REQUIREMENTS OF THE SPONSORING INSTITUTIONS OR ORGANIZATIONS FOR MEXICAN TEACHERS PARTICIPATING IN THIS PROGRAM

18. Room, board and meals will be provided at:
 Family home () Hotel () Other (specify) _____

19. Name of the family, hotel or youth hostel _____
 Address _____
 City _____ State _____ Zip Code _____
 Tel. _____ Fax. _____
 e-mail _____

20. Local transportation will be provided by:.
 The host family () Educational Institution () Other ()
 Name of the liaison _____
 Address _____
 City _____ State _____ zip code _____
 Home phone _____ Work phone _____

21. **Arrival date** to the host City: _____
Departure date to Mexico: _____
(The stay must be for a minimum of 3 weeks and a maximum of 8 weeks)

22. If the city does not have airport, please indicate the nearest and how far away it is from the city (in distance and in time) _____

23. The fee cost of the *Student and Exchange Visitor Information System (SEVIS)* will be provided by (name of the person or institution):_____. In case the person or institution is not able to pay the fee, this must be informed to the Mexican counterpart.

24. Related to the aforementioned stipend, please specify the maximum amount to be given each week **per teacher**: _____

IV. PROFILE OF THE MEXICAN EXCHANGE TEACHER

Preferences

25. Gender
 Male () Female () No preference ()

26. Mexican exchange teacher's command of English language
 () It is **very important**. () It is **somewhat important** () **Indigenous language**.
 Specify: _____

(Note: the number of the bilingual teachers that are 100% is limited)

27. Mention some other **requirements** that you have regarding the Mexican exchange teacher: *(State of origin will not be considered as a requirement)*

29. Has your institution participated in the teacher exchange program in past years?

30. As reciprocity, is your institution interested to send some exchange teachers to Mexico during 2011?

How many: _____ Suggested period: _____

Suggested host Mexican state: _____

31. Is your institution able to help the Mexican Exchange Teacher to cover the cost of a health insurance?

Yes () No () In case the person or institution is not able to pay the fee, this must be informed to the Mexican counterpart.

32. **Binational Exchange Teacher's J-1 Visa**

Policies and procedures that enable Binational Exchange Teachers to enter the U.S. legally and without incident, work in schools, institutions and migrant education programs for a predetermined length of time, and receive a financial stipend for their contributions, the "J-1" visa is considered to be appropriate for use in program sites implementing the Binational Teacher Exchange Program.

The "J" visa is a non-immigrant visa category established by the Office of Exchange Coordination and Designation and the Immigration and Nationality Act enabling persons to participate in visitor-exchange programs in the U.S. The "J" visa is for educational and cultural exchange programs designated by the U.S. Department of State. The "J" exchange visitor program is designed to promote the interchange of persons, knowledge and skills in the field of education, arts and sciences.

Traditionally, participants in programs such as the Binational Teacher Exchange Program, have received monetary stipends for their work in U.S. schools, which is allowed with a "J-1" visa. Participants in the "J-1" exchange visitor program must have sufficient funds to cover all of their expenses during the exchange period, or the sponsoring program must provide for these costs, as school districts and migrant programs do by providing room, board, and transportation for Binational Exchange Teachers. Teachers also must have health insurance that meets the requirement of the Exchange Visitor Program

For further information related to the issue and regulations of the J-1 Visa, please visit: <http://exchanges.state.gov/> J-1 Exchange Program

V. SECOND PART OF THE TEACHER EXCHANGE PROGRAM-RECIPROCITY

Note:

I understand that, as a participant in the teacher exchange program, I am obliged to send one US teacher to Mexico, for every Mexican teacher this school received. The deadline for the USA teacher to complete the exchange in Mexico is December 2011. The dates may be programmed for any time within the school year except for the vacation periods of Easter, Summer (July to August) and Christmas holidays.

The visit of the U.S. teachers to Mexico must be scheduled two months in advance to their trip.

VI. OBSERVATIONS AND RECOMMENDATIONS

The deadline to receive applications to host a Mexican teacher is **February 11th, 2011**

Applications would-be on a "first come", "first served" basis; therefore it is highly recommended that applications be as early as possible before the deadline expires.

The total of participating teachers in the 2010-Exchange Program will be determined by the number of educational institutions of both countries interested in collaborating in this program. If there are more teachers requesting to participate than the available counterparts, the corresponding U.S. and Mexican authorities are not obligated to find additional counterparts.

Signature of the applicant

NAME			
PLACE	DAY	MONTH	YEAR

* PLEASE SEND COMPLETED APPLICATION TO THE NEAREST MEXICAN CONSULATE *