



Teaching Excellence and Achievement Program (TEA)

A program of the Bureau of Educational and Cultural Affairs of the United States Department of State, and implemented by IREX

RECRUITMENT AND SELECTION TIMELINE FOR POSTS/COMMISSIONS

By December 11, 2015	Posts/Commissions to confirm program participation
December 2015	IREX sends program announcement, application, and other recruitment materials to Posts/Commissions
February 2016	IREX sends selection committee materials and interview guidelines to the participating countries
By March 1, 2016	Posts/Commissions send requested numbers for IBT (Internet-based test) TOEFL vouchers to IREX
March-April 2016	Suggested Application Deadline (Specific deadlines determined by Posts/Commissions according to country context)
April – May 2016	Suggested TOEFL testing/semifinalist interviews
By June 15, 2016	Posts/Commissions submit nominees and alternates to IREX: All finalist nominee & alternate applications, interview forms and official TOEFL score reports must be received by IREX no later than this date
July-August 2016	ECA and IREX review and confirm nominees
September 2016	IREX sends finalist and alternate award letters, program terms and conditions and medical forms to Posts/Commissions for distribution
September 2016	Finalists confirm acceptance of award and Posts/Commissions email to IREX: signed Terms and Conditions and valid passport copies for both cohorts . For Cohort I only, send completed participant medical forms.

COHORT I TIMELINE

November 2016	Cohort I: Posts/Commissions receive DS-2019 forms and PDO materials and commence scheduling visa interviews/PDOs for Cohort I
By November 15, 2016	Cohort I: Deadline to send IREX Cohort I Pre-Departure Orientation (PDO) and visa interview date
November–December 2016	Cohort I: Visa interviews and PDOs held for Cohort I participants. <i>Visa interviews should occur with adequate time according to country context.</i>
December 18, 2016	Cohort I: Deadline to complete PDOs and visa interviews for Cohort I
January 2017	Cohort I: Fellows arrive in U.S.

COHORT II TIMELINE

By March 31, 2017	Cohort II: Posts/Commission send Cohort II completed participant medical forms
By May 29, 2017	Cohort II: Deadline to send IREX Cohort II Pre-Departure Orientation (PDO) and visa interview date
June 2017	Cohort II: Posts/Commissions receive DS-2019 forms and PDO materials and commence scheduling visa interviews/PDOs for Cohort II
June-July 2017	Cohort II: Visa interviews and PDOs held for Cohort II participants <i>Visa interviews should occur with adequate time according to country context.</i>
By August 1, 2017	Cohort II: Deadline to complete PDOs and visa interviews for Cohort II
September 2017	Cohort II: Fellows arrive in U.S.