



2017 Teaching Excellence and Achievement (TEA) Program & Online Application

**A program of the Bureau of Educational and Cultural Affairs of
the United States Department of State (ECA)**

Frequently Asked Questions

Question: Why is the U.S. government interested in funding programs for citizens of Mozambique to study and receive training in the United States?

Answer: Individual exchange programs are one of the most effective methods of fostering mutual understanding and good relations between the United States and other countries. TEA will provide international teachers with unique opportunities to develop expertise in their subject areas, enhance their teaching skills, and increase their knowledge about the United States.

Question: What is the profile of the ideal TEA candidate?

Answer: Successful TEA candidates are full-time secondary school teachers with a minimum of five-years teaching experience (not including pre-service practicum years) who demonstrate strong leadership potential and the ability to function well in an intensive and collaborative learning environment with teachers from around the world. Participants should be able to live and work closely with people from a variety of backgrounds and interact in a culturally sensitive way with students in U.S. secondary schools. Ministry of Education officials, full-time principals or educational administrators, full-time teacher trainers, university faculty, private English Language tutors, and teachers from schools primarily serving expatriates are not eligible. Teachers working in under-resourced communities will be given higher priority, as will applicants who have had few or no opportunities to travel to the U.S. Applicants who have recently participated in similar programs in the U.S. or other Western countries will be given lower priority.

Question: What funding does the TEA program provide?

Answer:

- J-1 visa support;
- A pre-departure orientation in Maputo;
- 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 teaching practicum school (if necessary);
- A daily allowance for meals and incidentals during the academic program;
- A book/professional development allowance;
- A baggage/shipping allowance(domestic and international);
- A closing workshop in Washington, D.C.; and
- The opportunity to apply for alumni small grants.

Question: Do participants receive an academic degree at the end of the program?

Answer: No. TEA is a non-degree, non-credit program. Participants will complete academic coursework at a U.S. educational institution, but will not receive academic credit that can be transferred toward a degree program. Coursework will include seminars on new teaching methodologies, curriculum development, lesson planning, and instructional technology.

Question: Do I need to take an English proficiency test in order to apply?

Answer: No. Only candidates nominated for the program must take an English proficiency test, and internet-based TOEFL (iBT) testing will be provided for them free of charge. However if you have taken an English proficiency test in the past two years (either the paper-based TOEFL, the TOEFL iBT, or the IELTS), please include a copy of your score report with your application materials.

Question: What are TOEFL and IELTS?

Answer: TOEFL is the Test of English as a Foreign Language. IELTS is the International English Language Testing System. Both are exams given to non-native speakers of English to evaluate their English speaking, writing, reading, and listening comprehension. Visit www.ets.org/toefl and www.ielts.org for more information on each.

Question: What is the minimum TOEFL (or equivalent) score required for participation in TEA?

Answer: Nominees must obtain a minimum score of 450 on the paper based TOEFL (45 iBT) or equivalent English language examination. A small group of no more than 20 participants with TOEFL scores between 425 and 450 PBT (38-45 iBT), or equivalent, will be accepted into a special cohort with additional English language training included in the TEA professional development program.

Question: What is the selection process for TEA and what are the main selection criteria?

Answer: TEA selection is made through a merit-based open competition:

- April 15: **Application deadline.** All eligible applications will be reviewed for technical eligibility. Semi-finalists will be notified in early May.
- May 18-19, 2016: Semi-finalists will be interviewed in Maputo by a selection committee composed of U.S. Embassy representatives and alumni of U.S. government exchange programs. U.S. Embassy Mozambique will provide transportation and hotel for candidates living outside of Maputo.
- May 21, 2016: Finalists selected from this group will take the internet-based TOEFL in Maputo. **Note: Selected candidates must be available for interviews and TOEFL testing between May 18-21, 2016.**
- June –August 2016: Nominees' Applications and TOEFL scores will be reviewed by the Bureau of Educational and Cultural Affairs in the United States Department of State and the International Research and Exchanges Board in Washington, D.C.
- By September 2016 all candidates will receive final notification of their status. **Due to the anticipated volume of applications received, we will not forward explanations to applicants not selected for the program.** Finalists should expect to depart for their U.S. host institutions in January or September 2017.

TEA selection criteria:

- Preparedness for an intensive U.S. based training program;
- Professional and educational experience and achievements;
- Demonstrated commitment to teaching in secondary education;
- Demonstrated leadership potential;
- Potential for developing long-term linkages between U.S. and home country educational institutions and schools;

- English language skills adequate to live, study, and function independently in the U.S;
- Willingness and capacity to work collaboratively with international peers to foster a positive learning community for professional development; and
- Ability to express ideas clearly and effectively.

Applicants who have had few or no opportunities to travel to the U.S. will be given priority.

Question: How many nominations can the embassy send?

Answer: The U.S. Embassy strongly encourages all applicants who meet the eligibility criteria to apply. The TEA selection process is very competitive and a limited number of applicants will be selected for the program.

Question: Will travel funding be provided for applicants outside of Maputo Province?

Answer: Yes. The U.S. Embassy will provide airfare and hotel for top candidates from outside of Maputo Province to travel to Maputo for interviews and TOEFL testing. Nominees selected for the TEA program will also receive funding for travel for their visa interview and pre-departure orientation.

Question: What are the TEA Program regulations?

Answer:

- Fellows must return to their home countries immediately upon program completion. No exceptions will be made.
- Fellows will not be eligible for an immigration visa to the United States for a period of two years after completion of the program.
- Fellows may not accept paid work while in the U.S.
- Family members may not accompany participants on program.
- No fellowship extensions will be given.

Question: How is TEA different from U.S. Government-sponsored exchange programs like the Fulbright and Humphrey Programs?

Answer: TEA is a non-degree program open to current secondary school classroom teachers. Its goals are to enhance teachers' expertise, increase understanding of the U.S., create lasting relationships between U.S. teachers and the counterparts from around the world, and prepare participants to become teacher leaders. For more information on U.S. Government-sponsored exchange programs, please visit the U.S. Embassy website at: http://maputo.usembassy.gov/educational_exchange.html.

In case of any technical error or difficulties in the online application, please send a message to teaglobal@irex.org or ilep@irex.org to receive guidance from IREX.



Teaching Excellence and Achievement (TEA) Program & International Leaders in Education Program (ILEP) Online Application Guide for Applicants

1. Register as a new applicant

International Research & Exchanges Board
IREX ONLINE APPLICATION SYSTEM
Participant Application Sign In

Welcome to the IREX Online Application System. You can use this system to prepare and submit your application for the 2015-2016 International Leaders in Education Program (ILEP).

If you are a returning applicant, please use the form to the right to log in with your existing username and password. You can also click the "I forgot my username/password" link for help retrieving your login information.

If you are a new applicant, please click the button below to begin the registration process. Please note that you must be able to scan documents and upload those documents to complete this online application. Applications that do not include all of the required supplemental documents will not be considered complete.

Returning Applicant: Sign In

Username (Email Address)*

Password*

Sign In

[I forgot my username/password](#)

New Applicant: Register

Start New Application

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2. You do not need to finish the application in one sitting. Remember your login information and you can come back.



- Home Page- allows you to view all of the sections and keep track of which sections are complete and which are in progress.

International Research & Exchanges Board

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You must complete each of the application sections in the table below before you can submit your application. To complete each section, click the section name or the pencil icon in the far left column. The status information in the far right column indicates which sections are complete, in progress or not started. You can download a printable version of your application by clicking the "Download Application PDF" link in the gray bar above.

You will not be able to submit the application until your referrer has completed the reference questionnaire. After the reference has been submitted, you can log back in to submit the application using the button above.

Section Name	Instructions	Status
I. General Information	Supply general applicant information, including name, citizenship, residency, and date of birth.	Not Started
II. Contact Information	Supply detailed phone, email, and address information.	Not Started
III. Teaching Disciplines	Supply information about your current teaching assignments.	Not Started
IV. School Information	Supply information about your current teaching position and the makeup and demographics of your school.	Not Started
V. Other Applications and Participation	List your previous international experience and any other educational exchange programs for which you are currently applying.	Not Started
VI. Previous Travel Information	Provide information about any programs you are applying for outside of your home country.	Not Started

- Go through each section of the application to enter information about yourself.

> General Information

Application Progress

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First/Given Name*

Middle Name

Date of Birth* Gender* Male Female

Family Name/Surname*

Number of years spent teaching (not including student teaching practicums)*

Country of Citizenship*

Have you ever been convicted of a crime? Yes No



5. You can keep track on the home page of which sections are complete.

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Section Name	Instructions	Status
I. General Information	Supply general applicant information, including name, citizenship, residency, and date of birth.	✔ Complete
II. Contact Information	Supply detailed phone, email, and address information.	✔ Complete
III. Teaching Disciplines	Supply information about your current teaching assignments.	⚠ Not Started
IV. School Information	Supply information about your current teaching position and the makeup	⚠ Not Started

6. Section XII- Institutional Support and Reference Form: In this section, please download and print the Institutional Support and Reference Form. Your supervisor needs to complete this form and reference for you. Once it is completed, please upload an electronic copy to the system. This section is not complete until it is uploaded.

Institutional Support and Reference Form Application Progress

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On this page there is a link to the 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. Please print it out now and give it to your supervisor. An English translation must be provided if the form and reference letter are not written in English. Please upload the completed form in this section. Once the form is uploaded, this section will be marked as complete.

The reference document must be less than 4MB in size and upload to the server in less than 2 minutes. Any upload that takes more than 2 minutes to upload or is larger than 4MB will fail. For best results, please use the smallest possible files that are legible.

[Download & Print Institutional Support and Reference Form](#)
 Pdf Document

PLEASE NOTE: Depending upon the speed of your Internet connection, it may take up to several minutes to upload your document. You will see a link to your document in the space below once the upload completes.

[Browse](#) [Upload](#)



7. Section XIII- Supplemental Documents: For one of the essay questions, you asked to discuss one of your lesson plans. Please upload the lesson plan in this section. If you would like to upload any other documents, please do so here.

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Only one document may be uploaded at a time. Please wait for confirmation that each document upload succeeded before attempting to upload another document or navigating away from this page.

Action	Supplemental Document	File / Upload	Status
	Lesson Plan*	Browse Upload	
	Other (if available)	Browse Upload	

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8. When you have completed, all of the sections- press “Submit Application.”

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Section Name	Instructions	Status
I. General Information	Supply general applicant information, including name, citizenship, residency, and date of birth.	✔ Complete
II. Contact Information	Supply detailed phone, email, and address information.	✔ Complete

9. If you have difficulties with the online application, please email IREX at teaglobal@irex.org for the TEA Program and ilep@irex.org for the ILEP Program.