



## **Announcement**

### **The Fulbright Teaching Excellence and Achievement (TEA) Program 2019**

The U.S. Embassy Hanoi and the U.S. Consulate General Ho Chi Minh City is pleased to announce the 2019 Teaching Excellence and Achievement (TEA) Program. Funded by the U.S. Department of State, the Fulbright TEA Program provides middle and high school teachers with unique opportunities to develop expertise in their subject areas, enhance their teaching skills, and increase their knowledge about the United States. Complete applications must be submitted ONLINE no later than **April 16, 2018**.

#### **Program Overview**

The Fulbright 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 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 either spring of 2019 or fall of 2019. Up to five teachers will be selected from Vietnam for this program.

All participant costs, including program administration, international and domestic travel and ground transportation, housing and subsistence, health insurance, and book, cultural, mailing and incidental allowances will be sponsored by the U.S. Department of State.

#### **Selection Process and Criteria**

Fulbright TEA Fellows will be selected through a merit-based open competition based on the criteria below. Top candidates will be interviewed by a U.S. Embassy/U.S. Consulate General interview panel.

Applicants must:

- Be citizens of Vietnam;
- Be current secondary school-level, full-time teachers at a public school in Vietnam (including both middle and high school teachers serving students between approximately 12 and 18 years of age);
- Have five or more years of classroom experience in TEA teaching disciplines: English, EFL, Social Studies, Mathematics, Science, or Special Education;
- Have earned a bachelor's degree or equivalent;
- Demonstrate a commitment to continue teaching after completion of the program; and
- Obtain a minimum score of 450 on paper based TOEFL or equivalent English language examination (Candidates are encouraged but NOT required to submit a certificate of English language proficiency. The U.S. Consulate General will arrange a free internet-based TOEFL test for the shortlisted candidates).

The following individuals are NOT eligible: Officials from the Ministry of Education and Training or provincial Departments of Education and Training, full-time principals or educational administrators, full-time teacher trainers, university faculty, private English language tutors, and teachers from schools primarily serving expatriates.

Applicants who have recently participated in similar programs in the U.S. or other Western countries will be given lower priority. Teachers working in under-resourced communities will be given higher priority.

### **How to Apply?**

Applications must be submitted online at: <https://oas.irex.org/tea/>

Submission deadline: **April 16, 2018**

### **Contact Information**

- Mr. Le Duong, RELO Specialist, Regional English Language Office, U.S. Embassy Hanoi. Email: [relovietnam@state.gov](mailto:relovietnam@state.gov) or telephone: 024-3850 5000.
- Mr. Nguyen Huu Luan, Cultural Affairs Assistant, Public Affairs Section, U.S. Consulate General-Ho Chi Minh City. Email: [nguyenlh2@state.gov](mailto:nguyenlh2@state.gov) or telephone 08-3520 4618.



## **Fulbright Teaching Excellence and Achievement Program (Fulbright TEA)**

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

### **2018-2019 PROGRAM OVERVIEW FOR INTERNATIONAL EDUCATORS**

#### **Program Overview**

The Fulbright Teaching Excellence and Achievement Program (Fulbright TEA) is sponsored by the U.S. Department of State, Bureau of Educational and Cultural Affairs. The Fulbright program was established in 1946 under legislation introduced by former United States Senator J. William Fulbright of Arkansas. Fulbright grants are awarded to students, scholars, teachers and other professionals from the United States and to foreign nationals to study, teach, or conduct research. Since its inception in 1946, more than 370,000 “Fulbrighters” have participated in the Fulbright program.

The 2018-2019 program will mark the twenty-second year of the Teaching Excellence and Achievement Program (formerly the Teaching Excellence Awards program) and the first year the program will be known as the Fulbright Teaching Excellence and Achievement Program. Participating countries for international applicants are Algeria, Argentina, Armenia, Azerbaijan, Bangladesh, Belarus, Bolivia, Burkina Faso, Burma, Cambodia, Cameroon, Chile, Colombia, Costa Rica, Cote d'Ivoire, Ecuador, Egypt, El Salvador, Estonia, Georgia, Ghana, Guatemala, Haiti, Honduras, India, Iraq, Jordan, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Malawi, Malaysia, Mali, Moldova, Mongolia, Mozambique, Nepal, Nicaragua, Nigeria, Panama, Peru, Russia, Rwanda, South Africa, Sri Lanka, Sudan, Tajikistan, Tanzania, Thailand, Tunisia, Turkey, Turkmenistan, Ukraine, Uruguay, Venezuela, Vietnam, West Bank/Gaza, Zambia, and Zimbabwe.

Teachers are nominated to participate in the Fulbright TEA Program based on their educational experience, academic training, leadership and professional experience. Final selection of Fulbright TEA teachers is made by the J. William Fulbright Foreign Scholarship Board (FFSB). The FFSB is an independent, presidentially appointed board that has oversight responsibility for all Fulbright academic exchange programs.

#### **Program Components**

Teachers who are selected to participate in the Fulbright TEA Program will:

- 1) Participate in advanced undergraduate or graduate level classes at a U.S. host university.
- 2) Observe classes, co-teach, and share their expertise with U.S. colleagues in U.S. secondary schools.

- 3) Participate in an online professional learning community with other participants to share best practices and other elements of host and home country educational systems; and
- 4) Take part in other education and cultural activities while on program in the United States.

Upon returning home, teachers will be expected to share the knowledge and experience gained on the program with teachers and students in their home schools and within their communities.

### **University Coursework:**

**Weekly Seminars:** Teachers will participate in weekly seminars at their host university featuring presentations and discussions led by university staff, faculty members, and invited educational experts. The academic seminars will focus on new teaching methodologies, curriculum development, lesson planning, and instructional technology training. Intensive English language instruction will be offered to teachers who need additional practice.

**U.S. School Placements:** Teachers will be placed in a U.S. secondary school during the U.S. program, where they will observe classes, co-teach, and share their expertise and information about their home countries and schools. Each Fulbright teacher will be paired with a U.S. partner educator at their assigned school to facilitate sharing of best practices between the teachers. Host university staff will identify schools and partner teachers near the university campus that are appropriate to each grantee's teaching discipline(s).

**Online Professional Learning Community:** Each Fulbright teacher will participate in a virtual community with other international educators to collaborate and share best practices about education and leadership in the participating countries.

### **How to Apply**

Application deadline for Vietnamese Applicants: **April 16, 2018**

The online application is available at: <http://www.irex.org/fulbright-tea>

Questions should be directed to the Regional English Language Office at the email address [relvietnam@state.gov](mailto:relvietnam@state.gov)

### **Program Dates**

#### **Cohort I:**

**November-December 2018:** Pre-Departure Orientation: Prior to arrival in the United States, the U.S. Embassy or Fulbright Commission will conduct a Pre-Departure Orientation for Cohort I teachers.

**Late January 2019:** Fulbright teachers begin their program in the United States.

**Cohort II:**

**June-July 2019:** Pre-Program Departure Orientation: Prior to arrival in the United States, the U.S. Embassy or Fulbright Commission will conduct a Pre-Departure Orientation for Cohort II teachers.

**Mid-September 2019:** Fulbright teachers begin their program in the United States.

**Logistical Information**

**Travel:** IREX will make international travel arrangements and provide all teachers with an international airline ticket. Fulbright teachers will also be reimbursed for round-trip travel expenses between their home city and the point of departure for the United States; however, participants (or U.S. Embassies and Fulbright Commissions) are responsible for making these domestic travel arrangements to and from the international airport. Fulbright teachers may travel after the end of their program during the thirty day grace period of the J-1 visa, provided that all conditions in the Terms and Conditions are met.

**Housing:** Participants will live on or near the host university campus in housing that is arranged for them. Dependents are not permitted to accompany the teachers on the program.

**Finances:** Each Fulbright teacher will receive a maintenance allowance during the program to cover expenses such as supplies for classes, household items, personal items, medical co-payments, and cultural and other activities. Also included in this total is a daily stipend to purchase groceries, meals at local restaurants, or food from on-campus dining services. Costs associated with housing, required program activities, and other program-related expenses are paid in advance by the Fulbright TEA Program and may vary by host university.

**Contact Information**

- Mr. Le Duong, RELO Specialist, Regional English Language Office, U.S. Embassy Hanoi. Email: relovietnam@state.gov or telephone: 024-3850 5000.
- Mr. Nguyen Huu Luan, Cultural Affairs Assistant, Public Affairs Section, U.S. Consulate General-Ho Chi Minh City. Email: nguyenh2@state.gov or telephone 028-3520 4618.



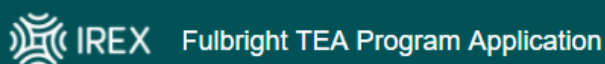
## Fulbright Teaching Excellence and Achievement Program (Fulbright TEA)

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

### ONLINE APPLICATION GUIDE *FOR APPLICANTS*

*Please confirm with the U.S. Embassy/Fulbright Commission in your country that the online application is being accepted.*

1. **Register** as a new applicant by creating an account at <http://oas.irex.org/fulbrighttea>



Welcome to the IREX Online Application System. You can use this system to prepare and submit your application for the 2018-2019 Fulbright Teaching Excellence and Achievement (TEA) Program.

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.

New Applicant: Register

**Start New Application**



Returning Applicant: Sign In

Username (Email Address) \*

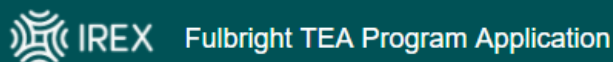
Password \*

**Sign In**

[I forgot my username/password](#)

IREX Online Application System

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To begin a new registration account, please create a username and password. Click [here](#) to go back to the Logon screen.

Username (Email Address) \*

Password\* (must be at least 8 characters)

Confirm your password\*

☐ I have read and understand the Terms and Conditions on this page and IREX's Privacy Policy.

**Create Account**



Terms and Conditions

By registering with this online application system, you acknowledge that you have read and understand these terms and conditions and IREX's privacy policy.

By checking the box that says 'Yes, I have read and I acknowledge these terms and conditions button and IREX's privacy statement' below, you certify that you have the technical means and capacity to produce all supplemental documents associated with this application in one of the following electronic file formats: .doc, .docx, .ppt, .pptx, .zip, .pdf, .png, .gif or .jpg. 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.


Once you begin the process of filling out the online application, you may save your progress and exit the system without losing the information or attachments that have already been entered.

IREX Online Application System

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


2. **The home page** allows you to view all of the sections required to submit your application. Please keep track of which of those are complete, in progress, or not yet started. Note: *You do not need to finish the application in one sitting. Remember your login information and you may come back to the application at any time prior to your country specific deadline.*

 **Fulbright TEA Program Application** Welcome back Jessica [Sign Out](#)

[Participant Application Tasks](#) Application Progress

[Submit Application](#) [Download Application PDF](#) [Program Information](#) [Help](#)

You must complete each of the application sections in the table below before you can submit your application. To complete each section, click the hyperlinked 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.

	Section Name	Instructions	Status
	<a href="#">I. General Information</a>	Supply general applicant information, including name, and date of birth.	 Complete 
	<a href="#">II. Contact Information</a>	Supply detailed phone, email, and address information.	 In Progress
	<a href="#">III. Teaching Disciplines</a>	Supply information about your current teaching assignments.	 Not Started 
	<a href="#">IV. School Information</a>	Supply information about your current teaching position and the makeup and demographics of your school.	 Not Started
	<a href="#">V. Other Applications and Participation</a>	List your previous international experience and any other educational exchange programs for which you are currently applying.	 In Progress 
	<a href="#">VI. Previous Travel Information</a>	Provide information about any programs you are applying for outside of your home country.	 Not Started
	<a href="#">VII. Education</a>	Please list your educational background.	 Not Started





3. Click on **each section** of the application to enter information about yourself. Make sure to Save & Return to the main application page when you are finished with each section.

Questions with a red asterisk (\*) are required questions. The section will not be complete until all of the boxes with red asterisks are completed.

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[General Information](#) Application Progress

[Save & Return](#)

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**Fulbright TEA Cohort Preference:**

Please indicate your program cohort preference\* (note: preference is not guaranteed)

☐ Cohort I (January – March 2019)

☐ Cohort II (September – November 2019)

☒ No Preference

Please spell your name exactly as it is written in your passport or other photo identification.

First/Given Name\* Middle Name

Family Name/Surname\*

**Date of Birth** (as listed on your passport or other photo identification)\*

**Gender\***

☐ Male ☒ Female ☐ Other

I have been teaching for  years (not including student teaching practicums).\*

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.


4. **Section XI. Essay Questions:** Please note that there are multiple components of this section.

XI. Essay Questions			
	International Exposure		Not Started
	Additional Education or Professional Experience & Activity		Not Started
	Special Focus Cohort	Indicate your interest in participating in a Fulbright TEA cohort that will focus on gender responsive classrooms and improving education for girls.	Not Started
	Statement of Purpose		Not Started





5. **Sections XII and XIII. Institutional Support and Reference Form and Leave Approval Form:** In these sections, please download and print the Institutional Support and Reference Form and Leave Approval Form. These forms must be completed and hand-signed for your application to be considered complete. Your supervisor must fill out the Institutional Support and Reference Form. The School Director at the school where you are currently employed must fill out the Leave Approval Form. Once these forms are completed, upload an electronic copy to the system. These sections are not complete until they are uploaded.

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[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 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.

To upload a document, first click the **browse** button to locate the file on your computer. Then click the **upload** button. A message in the "status" column will confirm when your document is successfully uploaded.


**Download & Print Institutional Support and Reference Form** You may upload the pages of the form individually or as one file.  
[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 message saying that the file has been received once the upload completes. Later, when you revisit this page, a link to your uploaded document(s) will be shown.

Action	File / Upload	Status
	<a href="#">Browse</a>	



6. **Section XIV. Privacy Policy and Application Certification Statement:** In this section, please download and print the Privacy Policy and Application Certification Statement. Once you sign the form, upload an electronic copy to the system.

 **Fulbright TEA Program Application** Welcome back Jessica [Sign Out](#)

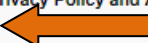
[Privacy Policy and Application Certification Statement](#) Application Progress

[Save & Return](#) [Cancel](#) [Download Application PDF](#) [Program Information](#) [Help](#)

On this page there is a link to the Privacy Policy and Application Certification Statement. All applicants must include the Privacy Policy and Application Certification Statement, which must be downloaded and signed. Please upload the completed form in this section. Once the form is uploaded, this section will be marked as complete.


The 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 file that is legible.

To upload a document, first click the **browse** button to locate the file on your computer. Then click the **upload** button. You will see a message saying that the file has been received once the upload completes.


**Download & Print Privacy Policy and Application Certification Statement**  
[Pdf Document](#) 

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**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 message saying that the file has been received once the upload completes. Later, when you revisit this page, a link to your uploaded document will be shown.

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





7. **Section XV. Supplemental Documents:** If you would like to upload any other documents that you feel strengthen your application, please do so here.

 **Fulbright TEA Program Application** Welcome back Jessica [Sign Out](#)

[Supplemental Documents](#) Application Progress

[Save & Return](#) [Cancel](#) [Download Application PDF](#) [Program Information](#) [Help](#)

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
	Other (if available)	<a href="#">Browse</a> 	
	Other (if available)	<a href="#">Browse</a> <a href="#">Upload</a>	
	Other (if available)	<a href="#">Browse</a> <a href="#">Upload</a>	



8. When you have **completed all sections**, click “Download Application PDF” to save a copy of your application for your records. Finally click “Submit Application”. The screen will show a preview of your application. Review the information. If you have no further changes, click “Submit Application” a second time and your application will be submitted.

IREX Fulbright TEA Program Application Welcome back Jessica Sign Out

> Verification Application Progress

Submit Application Download Application PDF Program Information Help

**NOTE: Your application will only be submitted once you click the "Submit Application" button on this page.**

▼ I. General Information

Edit this Section

9. You will see a message on the screen verifying that you have **submitted your application**.

IREX Fulbright TEA Program Application Welcome back Jessica Sign Out

> Participant Application Tasks Application Progress

Download Application PDF Help

**Congratulations! Your application has been successfully submitted.**

You may no longer edit your information. You may still download a printable version of your application by clicking the "Download Application PDF" link in the gray bar above.

Section Name	Instructions	Status
I. General Information	Supply general applicant information, including name, 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.	✓ Complete

Please contact IREX at [fulbrighttea@irex.org](mailto:fulbrighttea@irex.org) if you have any questions about using the Online Application System.