

簽 於 通識教育學院

日期：107年4月13日

速別：普通件

密等及解密條件或保密期限：

主旨：有關教育部107年選送華語教學助理赴國外學校任教第
107023A號通告案，擬於學院網站公告周知，並轉知所屬
各中心，請查照。

說明：

- 一、文轉院內各中心、語言中心知悉，並於電子公佈欄公告周知，請有意願者逕依規定辦理。
- 二、陳閱後文存查。

第二層決行 承辦單位	會辦單位	決行
校務基金運用 行政組員 王郁宜 0413 1620		通識教育學院 院長 劉柏宏 0413 1621



檔 號：

保存年限：

教育部 函

機關地址：10051臺北市中山南路5號

傳 真：02-2397-6981

聯絡人：陳昭含

電 話：02-7736-5735

受文者：國立勤益科技大學

發文日期：中華民國107年4月13日

發文字號：臺教文(六)字第1070054410號

速別：普通件

密等及解密條件或保密期限：

附件：第107023A號通告、Amity申請表(ATTCH3 0054410A00_ATTCH3.pdf、ATTCH2 0054410A00_ATTCH2.pdf)

主旨：檢送教育部107年選送華語教學助理赴國外學校任教第107023A號通告如附件，請惠予刊載於貴單位網站周知，請查照。

說明：請依「教育部補助選送華語教學人員赴國外學校任教要點」規定辦理遴薦事宜。

正本：各公私立大學校院、台灣華語文教學學會、世界華語文教育學會、中衛發展中心(全球華語文教育專案辦公室)

副本：107/04/13
12:12:11

國立勤益科技大學



1070053710 107/4/13

教育部 107 年選送華語教學助理赴國外學校任教第 107023A 號通告

任教國家	美國	
合作學校	德拉瓦州 舊州小學 (Old State Elementary School)	德拉瓦州 春草地幼教中心 (Spring Meadow Early Childhood Center)
負責人名銜	Ms.Susan Gibbons-Bullock	Ms.Susan Gibbons-Bullock
擬聘教學助理數	1 名	1 名
聘期起訖	107 年 8 月 27 日起至 108 年 6 月 14 日止 (*獲選人需於聘期前到任，逾期註銷獲聘資格。)	
教學人員資格	1. 具中華民國國籍，且在臺灣地區設有戶籍(請附證明影本)，並符合下列各款規定之一者(聘期內具國內學生身分)： (1) 國內華語文教學相關系所或學程之在學學生； (2) 國內大學校院以上在學學生，曾於國內大學校院對外華語教學師資培訓班修習 100 小時以上課程，獲有證書。 2. 舊州小學及春草地幼教中心任用必要條件： (1) 申請人須為大學校院教育相關系所(如華語文教學系所、英語教學系所或中小學教育系所)就讀之全職學生，且申請時須已於該校修畢至少 4 學期之課程。 (2) 具備充分英文能力。 (3) 申請者於聘期開始時須介於 21-27 歲，性別不拘，非吸菸者。	
待遇	稅後月薪	無
	其他待遇	1. 當地接待家庭提供單人房住宿； 2. 任職期間每日三餐飲食； 3. 當地交通。 (以上合計價值約每月 900 美元)
	教育部補助項目	1. 聘期內每月生活補助費 600 美元，依實際任教天數核給。 2. 初次應聘時，補助臺灣至任教地往返最直接航程經濟艙機票 1 張(實報實銷，補助款上限 1,530 美元)。
工作內容 (教學及行政)	舊州小學	春草地幼教中心
	1. 參加職前講習，瞭解任職學校及其教學理念，將指派輔導教師協助。 2. 觀察及協助小型課室活動，可能被要求對全班進行部分課程之授課。 3. 參與文化課程/特別活動之授課/展演(如藝術、手工藝、歌舞、影音作品或投影片等)。 4. 每週工作時數 32 小時，不含特別活動時間，不會被要求代課或獨立授課，以符合美國簽證相關規定。	1. 參加職前講習，瞭解任職學校及其教學理念，將指派輔導教師協助。 2. 觀察及協助小型課室活動，可能被要求對全班進行部分課程之授課。 3. 參與文化課程/特別活動之授課/展演(如藝術、手工藝、歌舞、影音作品或投影片等)。 4. 每週工作時數 32 小時，不含特別活動時間，不會被要求代課或獨立授課，以符合美國簽證相關規定。

授課對象	小學生(1 至 5 年級)	幼稚園學生
申請須知	1. 申請者應繳交資料如下： (1) 填具附件 Amity 申請表，並註明優先選擇之學校； (2) 所屬學校系辦推薦及同意公函(可合為一函，中文即可)，公函正本受文單位為「駐美國代表處教育組」，副本受文單位為「教育部」。 2. <u>請於臺灣時間 107 年 4 月 30 日下午 5：00 前</u> ，檢具上述文件，由學校公函推薦送駐美國代表處教育組，並副知教育部。	
備註	1. 本案係依「教育部補助選送華語教學人員赴國外學校任教要點」規定辦理補助及成效考核。 2. 每名華語教學助理受領教育部生活補助以 <u>一年為限</u> 。 3. <u>本案申請者，經核定錄取，不得再接受其他華語教學人員聘任，倘有上述情事，則註銷當年度其所有華語教學人員錄取資格。</u> 4. <u>獲聘華語教學助理者須自行負擔下列費用：Amity Institute 申請作業費(約 150 美元)、美國簽證費用(約 160 美元)、SEVIS 規費(約 180 美元)、醫療健康保險(約每月 100 美元)及個人旅遊休閒相關費用。</u> 5. 任教期間，除緊急事件外，請勿申請休假或請假回國、旅遊或提早結束授課期限。 6. 錄取者須自行辦妥護照與任教國簽證等證件，倘未及於聘期前辦妥簽證赴任視同放棄錄取資格，請申請人提前注意簽證辦理相關規定。 7. 任期屆滿請配合校方辦理工作及教學之移交報告及說明，供下一任教學助理接續執行。 8. 獲聘教學助理須協助教育部蒐集當地華語教育資訊，並列入教學成果報告中。	
本案聯絡人及聯絡方式	1. 駐美國代表處教育組 聯絡人：林逸簡任秘書 電郵： ylin8@mail.moe.gov.tw 電話：002-1-202-895-1925 傳真：002-1-202-895-1922 2. 校方聯絡人：Ms. Susan Gibbons-Bullock 電郵： InternsAdmissions@amity.org 電話：1-619-222-7000, ext. 19	

AMITY INSTITUTE

2018/2019 INTERN PROGRAM APPLICATION

1775 Hancock Street, Suite 170 • San Diego, CA 92110 • USA
Tel: (619) 222-7000 • Email: interns@amity.org • Web: www.amity.org

Attach 1 smiling
photo here
(Approximately
3 cm by 3.5 cm).

ALL QUESTIONS ARE MANDATORY AND MUST BE TYPED. HANDWRITTEN APPLICATIONS WILL NOT BE ACCEPTED.

Last Name(s): _____ family or surname as stated in your passport	
First Name(s): _____ given name	Middle Name(s): _____
Date of Birth: _____ Month / Day / Year	Place of Birth: _____ City / Country
Gender: ☐ Male ☐ Female	Marital Status: ☐ Unmarried ☐ Married
Country of Citizenship: _____	Country of Legal Residency: _____
Native Language(s): _____	
How did you hear about our program? _____	
Primary Address Street: _____ City: _____ Province (if any): _____ Country: _____ Postal Code (if any): _____	
Mailing Address (if different from above) Street: _____ City: _____ Province (if any): _____ Country: _____ Postal Code (if any): _____	
Contact Information (include country and city code in telephone numbers) Home phone: _____ Cell Phone: _____ Email Address: _____ Skype ID: _____ (Warning: Due to communication issues, do not use @gm, @t-online, or @web email accounts)	
Emergency Contact Information (immediate family members only) Full Name: _____ Relationship to applicant: _____ Street and number: _____ City: _____ Province (if any): _____ Country: _____ Postal code: _____ Telephone: _____ Email: _____	

Assignment Information

Please mark all age groups with which you are willing to work:

Note - The majority of internships are at elementary schools; Middle/High school internships are limited.

☐ Elementary (ages: 5-12) ☐ Middle/Junior High School (ages: 12-14) ☐ High School (ages: 14-18)

Will you accept an assignment at a church-related school? ☐ Yes ☐ No

Availability

Select **ONLY** the periods that you are available for:

Note - Majority of assignments are for the full school year; Semester-only internships are limited.

☐ August 2018 to June 2019 (Full School Year) Note: Full school year internships are for approximately 10 months and will take place within this time period. Actual program dates are to be decided by the host school and will vary.

☐ August 2018 to January 2019 (Fall semester) Note: Fall semester internships are for approximately 5 months and will take place within this time period. Actual program dates are to be decided by the host school and will vary.

☐ January 2019 to June 2019 (Spring semester) Note: Spring semester internships are for approximately 5 months and will take place within this time period. Actual program dates are to be decided by the host school and will vary.

If you are unable to arrive in August or January, specify your availability in the box below:

Contributions (check all that apply)

Can you assist with teaching: (1) traditional songs? ☐ Yes ☐ No

(2) traditional dance? ☐ Yes ☐ No

(3) preparation of traditional meals? ☐ Yes ☐ No

Other skills you could assist with (check all that apply and include examples):

☐ Computers/Tech: _____ ☐ Sports/P.E.: _____

☐ Music/Instruments: _____ ☐ Art/Theater: _____

List your talents, hobbies, activities and other interests:

Travel Experience

Do you have experience traveling to other countries? If yes, please include details below. ☐ Yes ☐ No

Where	When (approximatiely)	Reason

Academic Background (select both options, if applicable)
☐ I am currently enrolled:

Name of Institution: _____ City/Country: _____

Subject(s)/Field of Study: _____ Expected Graduation Date: _____

Month / Year

 Type of Degree: ☐ Undergraduate (University Bachelor's Degree) ☐ Graduate (University Master's Degree)

Undergraduate, how many semesters will you have completed by August, 2018? _____

☐ I have graduated:

Name of Institution: _____ City/Country: _____

Subject(s)/Field of Study: _____ Date of Diploma: _____

Month / Day / Year

 Type of Degree: ☐ Undergraduate (University Bachelor's Degree) ☐ Graduate (University Master's Degree)
List all additional college/university or vocational/trade schools that you've attended below:

Name of Institution	City/Country	Subject(s)/Field of Study	Dates of Attendance (month/year – month/year)

Professional Background
 Are you currently employed? ☐ Yes ☐ No If yes, what is your occupation? _____

 What is your **future** career goal? (For example: Elementary School Teacher.) _____
List all relevant teaching / tutoring / youth leadership / teacher training / internship experience below:

Type and Location	Age Group	Dates (start-end)	Brief Description

Language Self Assessment

Have you taken a formal English proficiency test within the last two years? ☐ Yes ☐ No

If yes, state name of test and score: _____

Please self-evaluate your English skills by checking your level of proficiency in each area below. Do the same for other non-native languages that you speak (do not include the language(s) that you listed on page 1).

Language: English

<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>
Basic ☐	Basic ☐	Basic ☐
Good ☐	Good ☐	Good ☐
Excellent ☐	Excellent ☐	Excellent ☐

Other Language: _____

<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>
Basic ☐	Basic ☐	Basic ☐
Good ☐	Good ☐	Good ☐
Excellent ☐	Excellent ☐	Excellent ☐

Other Language: _____

<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>
Basic ☐	Basic ☐	Basic ☐
Good ☐	Good ☐	Good ☐
Excellent ☐	Excellent ☐	Excellent ☐

Personal Information (please answer the questions below)

Do you have a driver's license?

☐ Yes ☐ No

Have you ever been convicted of a crime?

☐ Yes ☐ No (If yes, please explain on a separate sheet)

Do you smoke? ☐ Yes ☐ No

If yes, are you able to adjust to a non-smoking environment? ☐ Yes ☐ No

Do you currently or did you ever have any serious health problems, conditions, or symptoms, including psychiatric or mental disorders, for which you have or should have received treatment?

☐ Yes ☐ No

If yes, please explain in detail below. Include name and description of condition(s):

Note: Disclosure of an illness or a disability does not automatically exclude you from participation. However, failure to disclose this information may be cause for immediate disqualification or termination from the program.

Visa Status/History (please be specific)

1) Do you currently hold a U.S. visa? ☐ Yes ☐ No

If yes, visa type: _____ Date of expiration: _____

2) Have you or anyone else on your behalf ever applied for any U.S. visa(s)? ☐ Yes ☐ No

If yes, visa type: _____ Date application was filed: _____

3) Have you ever been denied a U.S. visa? ☐ Yes ☐ No

If yes, visa type: _____ Date of denial: _____

Reason for the denial: _____

Required essay questions: Short answers will not be accepted - use this opportunity to stand out!

1. Describe your background and family's background (where you grew up, occupation of parents, information about your brothers and/or sisters, etc.).

2. Why do you want to participate in the program?

3. What contributions do you feel you can make in an American classroom? How would you present your country's language and culture?

4. Describe any work experience related to education and your professional plans (internships, jobs, volunteering, etc.).

5. Your Host School is planning an international festival! What kinds of activities could you plan?

5a. How would you involve your students?

6. Host Families are not compensated and generously volunteer their time and financial resources. In return, families often expect that you share household duties and participate in family activities. What would it mean to you to live with a Host Family and what would you do to show your appreciation?

6a. How will you adjust to your Host Family's different customs and food?

Mandatory Requirements for Program Participation:

- 1) Between the ages of 21-29
- 2) Currently enrolled in a post-secondary, degree-issuing academic institution or have graduated no more than 12 months prior to program start date
- 3) Completed four semesters of undergraduate studies by August, 2018
- 4) A career goal in education
- 5) Sufficient proficiency in the English language to participate in the program
- 6) Clean criminal record
- 7) Ability to purchase round-trip airline ticket (cost varies)
- 8) Ability to pay for visa application/SEVIS fees
- 9) Ability to purchase mandatory health insurance for entire stay in the U.S. (approximately \$90 per month – paid in full prior to departure)
- 10) Have a minimum of \$150 per month for personal spending money (proof of funds required)

I understand these requirements and I am able to fulfill all of them. ☐ Yes ☐ No

If no, state which requirement(s) you are unable to meet and why:

Agreement:**By printing my name in the space provided below, I state that:**

- I have read the **Amity Bulletin**.
- I have completed the application form on my own.
- I understand that Amity **cannot** guarantee an assignment.
- I understand that it is my responsibility to stay in communication with Amity.
- I will inform Amity **immediately** if, for any reason, I must withdraw my application.
- I will provide additional documents (2 reference forms, copy of valid passport, confirmation of funds, proof of university enrollment or copy of diploma, health evaluation, and criminal background check).
- I will pay the non-refundable application fee of US\$150 to Amity.
- I understand that any false statements on my part are cause for immediate disqualification of my candidacy or termination from an assignment regardless of when such false information is discovered.

Print Name

Date

Note: A Screening Officer in your home country will submit a report to Amity Institute after having verified your application and conducted a personal interview. A non-refundable screening fee may be required at the time of the interview.