



# Teaching in Taiwan 2019-2020

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## Application Package

This application package shall be used and applied to the **Teaching in Taiwan Program Application ONLY**.

- **Requirements:**

All applicants must meet the following requirements to be eligible for the application:

1. A native speaker of English from the United States, Canada, England, New Zealand, Australia, South Africa, Ireland, or other countries where English is an official language
2. A bachelor's degree or higher from an accredited college or university (Database for the Reference List of Foreign Universities <https://www.fsedu.moe.gov.tw>), with the exception of degrees having half or more of the courses completed online or through distance learning/correspondence
3. A certified teacher
4. Committed to abiding by the laws and regulations of Taiwan
5. Competent in interpersonal communication skills
6. Understanding and respectful toward the local culture
7. Willing to teach in rural areas

- **Checklist for Required Documents:**

Qualified applicants must submit the following document package no later than April 30, 2019 to be eligible for the selection process:

1. **Original Documents:**

- \_\_\_\_ Application Form (completed, signed and dated by the applicant)
- \_\_\_\_ Resume (printed in ink or typed)
- \_\_\_\_ Three Letters of Recommendation (signed and dated by the referees)
- \_\_\_\_ Proof of Teaching Experience (**work situation and duration specified** and **signed** by former or current employers)
- \_\_\_\_ Transcript (required if graduated within the last two years)
- \_\_\_\_ Criminal History Record Information
- \_\_\_\_ Health Check Report (See **Health Certificate for Foreign Language Teacher**)

2. **Photocopies:**

- \_\_\_\_ Passport
- \_\_\_\_ Diploma (highest degree obtained)

\_\_\_\_\_ Valid Teaching License (Username, password and a screen shot of the approved license needed for on-line licenses)

3. **Teaching Video:** A 5-minute video of teaching demonstration (submitted via a DVD, YouTube link or Google Drive).
- **Applicants with ALL the required documents will be invited to take a Skype interview.**

*Note:*

*A Teaching in Taiwan Program acceptance notice will be sent to candidates by the end of June 2018. However, candidates with acceptance notices are **NOT** automatically issued the work permit and/or the Resident Visa.*

*For work permit application, please visit [the Ministry of Education, R.O.C. \(Taiwan\)](#).*

*For Resident Visa application, please visit [the Bureau of Consular Affairs, Ministry of Foreign Affairs, R.O.C. \(Taiwan\)](#).*

*Failure to obtain the work permit and the Resident Visa after receiving the program acceptance notice could result in disqualification of candidacy.*



# Teaching in Taiwan 2019-2020

## Application Form

This application must be completed in full and printed in ink or typed in order to be considered for selection review.

### I. PERSONAL INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Place of Birth \_\_\_\_\_ Date of Birth (MM/DD/YYYY) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail Address \_\_\_\_\_ Native Language \_\_\_\_\_

Identification Number \_\_\_\_\_ Passport Number \_\_\_\_\_

Have you ever been convicted of a: Felony? \_\_\_\_\_ Misdemeanor? \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Your Emergency Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

### II. EDUCATION

Diploma / Degree Completed	Month/Year Completed	School Name	Field(s) of Study / Subject Area(s)
Ph.D.			
Master			
Bachelor			
Teaching credential			
Other (i.e., military, vocational, technical, etc.):			

### III. EMPLOYMENT HISTORY

This section **must** be completed; it cannot be substituted with a resume.

List all experience in order starting with your present or most recent position and working backwards. Account for **all** periods of unemployment. Attach additional sheet(s), as needed.

Employer_____
Dates of Employment: From:_____ To:_____
Address_____ City_____ State_____
Telephone_____ Supervisor's name_____
Job Title_____ Reason for leaving_____
Description of Duties_____
_____
_____
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Employer_____
Dates of Employment: From:_____ To:_____
Address_____ City_____ State_____
Telephone_____ Supervisor's name_____
Job Title_____ Reason for leaving_____
Description of Duties_____
_____
_____
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Employer_____
Dates of Employment: From:_____ To:_____
Address_____ City_____ State_____
Telephone_____ Supervisor's name_____
Job Title_____ Reason for leaving_____
Description of Duties_____
_____
_____
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

**IV. TEACHING EXPERIENCE**

(This section **must** be completed; it cannot be substituted with a resume.)

Teaching Certificate Number: \_\_\_\_\_

Total Years of Teaching Experience: \_\_\_\_\_ (Please also list in the resume and submit letters of recommendation)

*\*The salary rate is based on the teacher's highest level of education and years of teaching experience. Teaching experience only refers to full-time teaching position at a public or state school inside or outside of the R.O.C., or a registered private high or primary school in the R.O.C. Applicants with less than one year of teaching experience will not be considered.*

**V. ADDITIONAL QUALIFICATIONS AND SKILLS**

\_\_\_\_\_

Please list your professional memberships, certificates, designations, licenses, honors, awards, fellowships, etc.

- 1. \_\_\_\_\_ 2. \_\_\_\_\_
- 3. \_\_\_\_\_ 4. \_\_\_\_\_

**VI. REFERENCES**

Letters of recommendation from three different referees in sealed envelopes are required. Letters must be attached as a part of this application package.

**Reference 1**

Name \_\_\_\_\_

Occupation \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_ Years Known \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

E-mail Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

**Reference 2**

Name \_\_\_\_\_

Occupation \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_ Years Known \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

E-mail Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

**Reference 3**

Name \_\_\_\_\_

Occupation \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_ Years Known \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

E-mail Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

**VII. STATEMENT OF PURPOSE**

*Please print in ink or type on ONE additional sheet ONLY, and attached as part of the application package. Please provide us with a clear and detailed description of your reasons for wishing to participate in the Teaching in Taiwan program. Include the objectives you wish to accomplish during your time in Taiwan, and how you hope to use that experience upon your return to your country.*

**VIII. APPLICANT READ THE FOLLOWING CAREFULLY BEFORE SIGNING:**

*I attest that the information I have provided in this application package is true and accurate.  
I understand and agree that submitting this application package does not automatically ensure the acceptance of any teaching positions in the Teaching in Taiwan Program and does not in any way obligate the Republic of China (Taiwan) Government to hire me or to offer me a job.*

**Applicant's Signature** \_\_\_\_\_ **Date (DD/MM/YY)** \_\_\_\_\_