FULBRIGHT BRASIL | **Foreign Language Teaching Assistant**

Fulbright FLTA Program

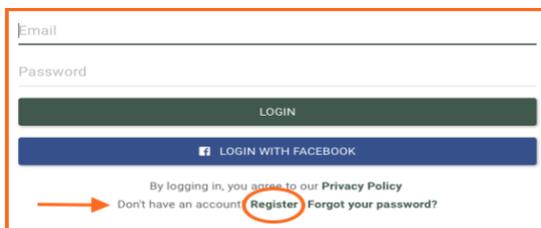## Application for foreign language teaching assistantship in the United States

Please read **carefully** the instructions bellow to fill the online application form. In this instruction were added the principals' information. The rest which are not mentioned here, also need to fill out. A general instruction package for all applicants is available through the Embark application website.
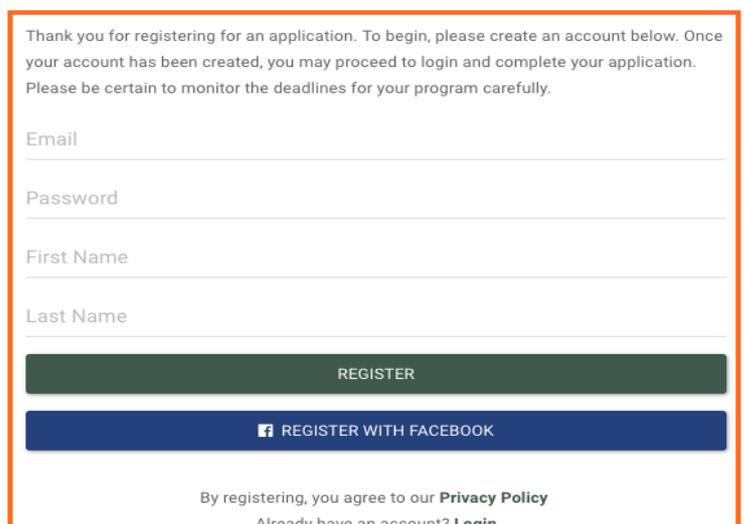
Important Notes:

✓ You do not need to complete your application at one sitting. You can re-enter at any time and edit your application. But once you submit, you can NO longer make changes to it;

✓ All forms in this application are to be completed in English. Items must be answered completely and carefully;

✓ You can copy and paste information into all text boxes;

✓ Avoid using capital letters and diacritical markings when answering items, e.g., name, address, etc.

STEP 1: Register online

Access the online platform **EMBARK**. Click in Register an account:

STEP 2: Complete the Application Form

Country Of Nomination

See the correct answers:

Country of Nomination

You apply to the Fulbright FLTA Program through the Fulbright Commission or U.S. Embassy in your country of citizenship. Your application will be sent for review and selection to the country that you indicate below. Please make certain to enter your country of citizenship.

What is your country of citizenship? *	Brazil
Have you contacted the Fulbright Program Office in your home country? *	Yes
Which competition (AY) are you applying to?	2019-20

SAVE AND NEXT

General Information

The FLTA Program seeks applicants that have developed a sense of personal integrity and are original thinkers. **Applicants that are found to have plagiarized in their application will be disqualified and barred from reapplying**. Copying someone else's writing, whether on the internet, from a book or friend is considered plagiarism. Any quoted words or sentences should include a citation.

The FLTA Program will not provide copies or return any submitted material, including transcripts or TOEFL scores.

Objectives And Motivation

ESSAY 1:

Completing the Objectives: essay provides the readers (your home country contact, FLTA Program staff and your future supervisor and other university/college officials) with a picture of you and your career interests. This essay will allow you to:

- Emphasize key qualifications, areas of expertise, skills and/or goals.

Tip: Reflect on your overall qualifications and career goals: In what ways do they fit with the FLTA Program? Help the readers find out about your character/personality. Think about making a good first impression.

- Appeal to college/university supervisor expectations

Consider: What qualifications are most desired by college and university professors in a language teacher/assistant? What other personal qualities do you possess that would make you attractive to them? Think about what role--or roles— you expect to have on campus?

Teaching Methodologies and Techniques

ESSAY 2:

Methodologies and techniques: This brief essay should focus on the language you will be teaching in the U.S. (not English).
Is a shorter essay, you should take great care with your responses.

- This short essay provides an opportunity for you to show your ability to meet the language Teaching Assistant needs of U.S. host institutions.

Sharing Your Culture

ESSAY 3:

Sharing your culture: This short essay should be your own unique ideas. It is recommended you keep quotations and the use of outside sources to a minimum. However, if you decide to use quotes or information from an outside source, you must include a citation for each one utilized (this refers to websites as well).

- This short essay provides another opportunity for you to communicate your understanding of the program's goals and why you would be an appropriate candidate.

Completing Your Application

Letter of Reference/Recommendation: You must have three letters of reference (or recommendation) submitted on your behalf. Letters of Reference are extremely important. All letters of reference should be written by teachers under whom you have studied or pursued research or by someone who has supervised you in your work. Letters of reference should not be written by persons related to you either by blood or marriage or by personal friends. **At least one academic and one professional or work related letter should be included among the letters.** The letters should be written in English if possible. If they are not, an original English translation must be provided.

Transcript

Upload **diploma and academic transcripts** of your undergraduate and/ or post-graduate studies, if applicable, in only one file. At this point the documents can be in Portuguese.

Resume/Curriculum Vitae

Upload a copy of your resume or curriculum vitae – **no more than 3 pages**.

Passport

Upload your passport or ID Card (CNH or RG).

Supplemental Documents

Use this page to upload the documents which are requested on the call of proposal and which there are no specific place to upload in the Embark. Examples:
- FLTA minimum language requirements accomplished after July 1, 2017 (no less than 550 (TOEFL-ITP), 79-80 (Internet Based TOEFL - iBT), or 6.0 (Overall Score International English Language Testing System - IELTS);
- If the candidate has already received a J-1 visa, copy of the DS-2019 form and the visa on the passport.

Recommender Registration

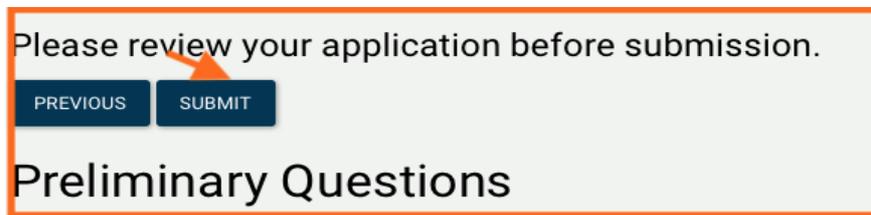Please, register the recommenders. Make sure they will be able to give you the recommendation in a timely manner.

OBSERVATION: Please check the attached document "TIPS for the Recommenders".

STEP 3: Review and submit the online Application Form

Review

Before you can submit your online application electronically, it will be reviewed for completeness. If there is missing information, you will be prompted to correct by the Application Inspector.

After completing your online application and thoroughly reviewing it, you can submit it electronically to the Fulbright Commission. Please note that after submitting your application you will be able to access and print it, but you will not be able to make any changes to your application.

Please review your application before submission.

PREVIOUS   SUBMIT

Preliminary Questions

Note: your application process will only be concluded after you have submitted your online application form.
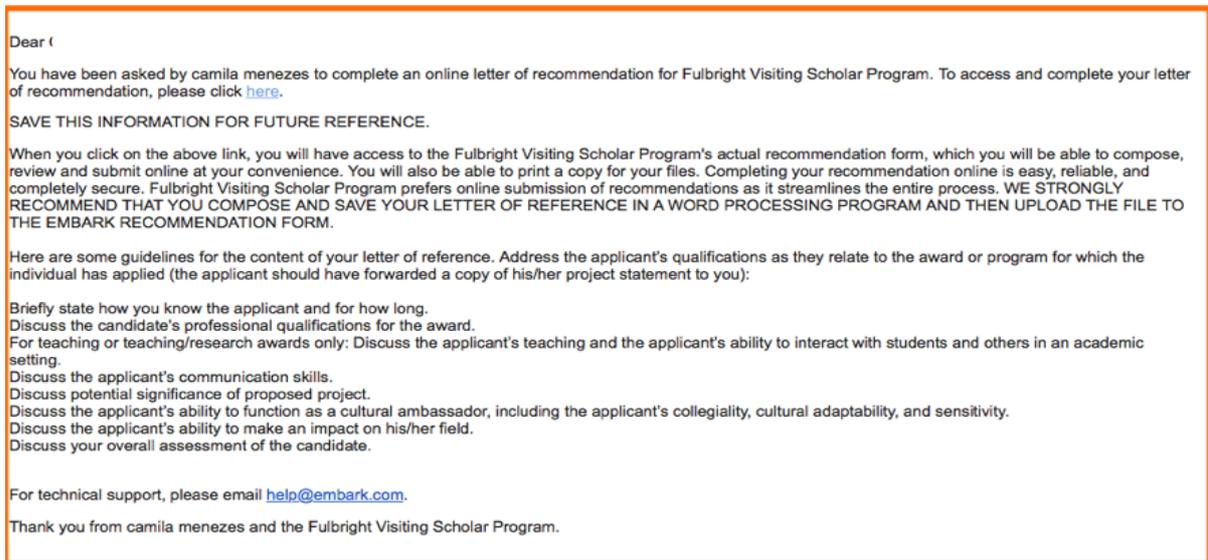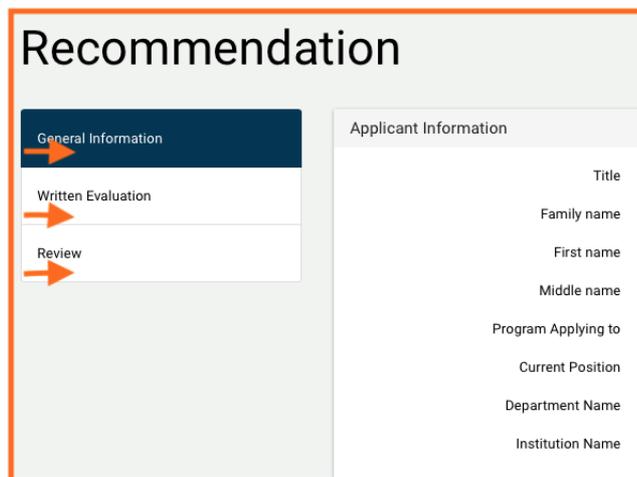
THE END

TIPS for the Recommender:

Completing an online Letter of Recommendation:

Your recommenders will receive an email with information for them to login and complete online the forms and submit electronically.

The referee will need to access the 3 steps:

After the review, the referee will click SUBMIT: