

Checklist for the Short-Term Student Teaching Abroad Application

3 paper-clipped packets of the following (in this order and no staples, please):

1. Placement Information Sheet with 2x2 photographs- **make sure you sign** after “registrant’s signature and date”
 - a. Number of weeks in school: Fall 2021: 4; Spring 2022: 5-6 (depending on length of Easter break in overseas schools- end date: May 13, 2022).
 - b. Fall beginning date in school: November 22. Spring beginning date in school: March 28.
 - c. Easter Break will give you time for travel in your host nation- Easter 2021 is April 17.
 - d. Will you have completed all requirements...? Circle YES
2. *Optional* Special Request Letter to Dr. Stachowski (location within a country, medical needs, other unique requests)
3. Acknowledgement of Responsibilities (signed by you)
4. Signed Release Statement (by you and a parent if they claim you as a dependent)
5. Autobiography (share details about yourself and your interests)
6. School Experiences (include upcoming student teaching placement in PA)
7. Course Listings (be sure to list the **TITLES of the courses**, not the numbers)
8. Additional Information (try not to leave anything blank/ include PSEA under memberships)
9. **Pennsylvania State Police Criminal Record Check**
10. Check for Registration and Program Fees (which go entirely to the Global Gateway for Teachers^{***}) written to Indiana University (\$1150)
11. Attached budget and insurance form (one copy)*

**NOTE: You will need to have health insurance that is valid overseas and become a member of PSEA (Pennsylvania State Educators Association) for liability insurance.*

*** Please type on forms/ no handwritten forms will be accepted. Submit to Dr. Bradaschia in 102 Chambers. Fall 2021, deadline is December 1, 2020. Spring 2022 deadline is April 1, 2021.*

**** <https://education.indiana.edu/programs/global-gateway/index.html>*

Short-Term Student Teaching Abroad Budget and Insurance Form

Name: _____

Student Teaching Semester: _____

Country: _____

Overseas Student Teaching Budget Estimate

\$ 1150 Registration and Program Fees

\$ _____ Estimate of Airfare

\$ _____ Estimate of Living Expenses

\$ _____ Estimate of In-country travel (bus/ train pass, taxis, etc.)

\$ _____ Estimate of Passport/ Visa Fees

\$ _____ Estimate of Miscellaneous Expenses

\$ _____ TOTAL

I understand I am required to have global health insurance and join PSEA at psea.org prior to student teaching abroad. I also understand that I am required to attend two workshops during the semester prior to student teaching.

Signature and Date: _____

Please return one copy of this to Dr. Bradaschia with your registration packets.