

*2010/11 Argentina Principal Exchange Program*

*Educational Seminars*

**Application for U.S. Principals**  
*of*  
**ELEMENTARY, MIDDLE, AND SECONDARY SCHOOLS**



*Sponsored by the Bureau of Educational and Cultural Affairs (ECA)  
U.S. Department of State and  
Administered by American Councils for International Education and the  
Commission for Educational Exchange Between the  
United States of America and the Argentine Republic*

# **EDUCATIONAL SEMINAR: 2010/11 ARGENTINA PRINCIPAL EXCHANGE PROGRAM**

## **Program Overview:**

The 2010-2011 Argentina Principal Exchange Program provides the opportunity for a U.S. and Argentine school principals and administrators to work together as a team on issues of mutual interest to their communities, schools and students. Argentine administrators will travel to the United States for a three-week program with the U.S. partner administrator in October-November, 2010 and then U.S. administrators will participate in a reciprocal program in Argentina in June or July, 2011. The U.S. administrator, in collaboration with her/his Argentine partner administrator, will design and implement a program for the Argentine partner during their U.S. visit and will arrange a homestay. Exchanges may focus in the areas of personnel administration, school management, instruction, curriculum development, student affairs, and/or educational policy. **The program is open to school principals.**

Applicants should be creative, self-reliant, flexible and able to maintain excellent relationships with faculty, staff, and students in Argentina. Applicants should have a sincere interest in learning from the experience of others and sharing their own best practices. They should also be prepared to make presentations about the United States before diverse audiences in Argentina. Spanish language skills are preferred, but not required.

In October 2010, approximately forty U.S. and Argentine administrators will participate in a joint orientation program in Washington, D.C. U.S. principals/schools will be expected to host an Argentine administrator for approximately three weeks following the October 2010 orientation. U.S. administrators will travel to Buenos Aires and Cordoba for a pre-program orientation in the summer of 2011. (See the calendar on Page 3 for details.) Specific dates for the program in Argentina will be determined by mutual agreement of the participating administrators.

Participants will be eligible to participate in alumni activities that foster communication between American and Argentine schools.

## **Argentina Principal Exchange Program goals:**

- To support mutual understanding between school administrators in the U.S. and Argentina through professional development and exchange;
- To provide U.S. and Argentine administrators with the opportunity to interact with one another, other administrators, teachers, students and community leaders and to share perspectives and best practices on their respective school systems and management;
- To support the internationalization and increased quality of instruction in schools by providing opportunities for the broader school community to learn about global issues, to be exposed to Argentine or U.S. culture, and to participate in joint collaborative projects and school partnerships.

## **Grant Provisions:**

- October, 2010 orientation in Washington, D.C. (required) including airfare, meals, and accommodations;
- International airfare, and a maintenance allowance to cover housing, meals and incidentals in Argentina;
- Summer, 2011 orientation in Argentina (required) including accommodations in Buenos Aires and Cordoba.

**Educational Seminar:****Argentina Principal Exchange Program Award Qualifications and Selection Criteria****In order to be considered for the program applicants must:**

- Be a U.S. citizen;
- Be employed full-time in the U.S. as an elementary, middle or secondary school principal;
- Submit a complete application;
- Host your administrative partner October 16– November 6, 2010\* in your home community and school;
- Attend a brief Washington, DC joint orientation in October 2010;
- Be able to participate in the orientation and complete the three-week program in Argentina.

**Please Note:**

- U.S. administrators are required to obtain a leave of absence with or without pay from their local school district.
- Spanish is recommended, though not required.

Selection will be based on the program application and statement of purpose. Candidates may be asked to participate in a telephone interview.

**Calendar for the Educational Seminar:  
2010/11 Argentina Principal Exchange Program**

<b>Application Deadline</b>	<b>March 31, 2010</b>
<b>Interviews</b>	<b>Late March 2010</b>
<b>Final Award Notification</b>	<b>Early May 2010</b>
<b>Pre-Program Orientation in Washington, DC (for U.S. and Argentina Principals )</b>	<b>October 13 – 15 2010*</b>
<b>Argentines Travel to Host Community</b>	<b>October 16, 2010*</b>
<b>Exchange Program in U.S.</b>	<b>October 17 – November 6, 2010*</b>
<b>U.S. Administrators travel to Argentina</b>	<b>June or July 2011 or as determined by the partner administrators*</b>
<b>Pre-Program Orientation in Buenos Aires and Cordoba</b>	<b>June 18-20, 2011 or July 24-26, 2011*</b>
<b>Program in Argentina</b>	<b>June 18 – July 8, 2011 or July 24– August 13, 2011*</b>

**\* FINAL DATES HAVE NOT BEEN CONFIRMED. HOWEVER, THE TENTATIVE DATES LISTED SHOULD PROVIDE YOU WITH SIGNIFICANT GUIDANCE. PLEASE NOTE: WE WILL NOTIFY ALL ELIGIBLE APPLICANTS ONCE PROGRAM DATES HAVE BEEN FIRMLY ESTABLISHED.**

**EDUCATIONAL SEMINAR APPLICATION:**  
**ARGENTINA PRINCIPAL EXCHANGE PROGRAM**

*PLEASE TYPE OR PRINT IN BLUE OR BLACK INK. PLEASE SEND THE ORIGINAL AND 2 COMPLETED COPIES OF THE APPLICATION*

**Biographical Information**

1) Title: \_\_\_\_\_

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

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

Sex Female Male Country of Citizenship: \_\_\_\_\_

Passport Number: \_\_\_\_\_

*Please note that applicants must have a passport that is valid for at least six months after the end of the Argentina program in order to be considered for selection*

Home Address:

\_\_\_\_\_

Street address and number

\_\_\_\_\_

City, State, Zip Code

**Emergency Contact Information: Name, address, email, and phone number of an individual to be contacted in case of an emergency**

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

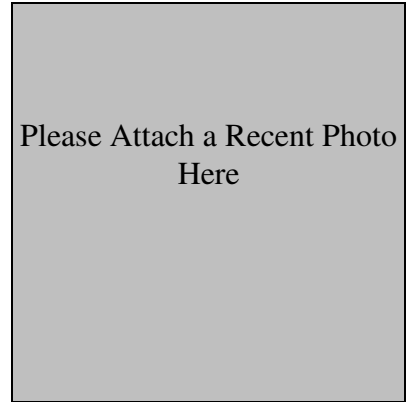
2) Travel: Indicate the locations, dates, and reasons for traveling or living in any country other than your own:

Country	Dates	Reason for Travel

Have you ever received a U.S. government education exchange program grant? Yes No

If yes, please indicate the year, country, type of grant and sponsoring agency:

\_\_\_\_\_



**3) Administration, Teaching, Education, and School Information**

**Current Position:** \_\_\_\_\_

**Number of Years in Current Position:** \_\_\_\_\_

**School Address:** \_\_\_\_\_

**School Phone:** \_\_\_\_\_

**Street address and number**

**School Fax:** \_\_\_\_\_

**City, State/Province, Zip Code**

**School Website:** \_\_\_\_\_

**Supervisor/Superintendent:** \_\_\_\_\_

**Supervisor/Superintendents' Job Title:** \_\_\_\_\_

**Number of Teaching Staff:** \_\_\_\_\_

**Type of School:** Public Charter  
Private Magnate  
Religious

**Number of Students in School:** \_\_\_\_\_

**Population of City where School is located:** \_\_\_\_\_

**School Location:** Urban  
Suburban  
Rural

**Job History:** List any full-time teaching and/or administrative experience, beginning with the most recent experience. Please include the following: Dates you worked there, position title, name and location, school level (elementary, middle school, secondary, kindergarten -12, and kindergarten-6.)

Dates		Position Title	Name and Location	Full-time Teaching or Administrative Position	
From	To			School level	Age Range of Students

**School Description:** Include academic levels, demographics of student body, teaching methods, resources, number of students who receive free or reduced lunch, amount of per student funding and special features or programs.

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**Administrative Responsibilities:** Describe your administrative responsibilities.

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**If you teach any courses, please indicate your current teaching load**

Subjects	Hours per Week	Number of Classes	Grade Levels Taught	Number of Students per Class	Students' Ages

**Additional School Activities**

(e.g. extra-curricular activities, curriculum development, counseling)	Hours per Week	Grade Levels Taught	Number of Students per Class	Students' Ages

**4) Educational History:** List all educational institutions you have attended after high school. Begin with most recent school attended.

Name of Institution / Location	Major Field of Study	Dates (Month and Year) Attended	Actual Name of Degree or Diploma (do not translate)	Date Received or Expected

**5) Knowledge of Languages:** List your native language first, then rate yourself Excellent, Good, Fair, or Poor in all languages in which you have some competence.

Language	Reading	Writing	Speaking	Listening

**6) Awards and Recognition:** List awards or recognition which you have received.

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**7) Professional Societies / Organizations:** List the professional societies or other organizations in which you are or have been a member, and indicate if you held elective office.

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**8)** The Statement of Purpose is a **substantial component** of the application; it outlines the reasons that you are applying for the Argentina Principal Exchange Program and will be carefully reviewed by the selection committee. On separate paper, please type a description of your interest in this program, your professional goals and objectives for participating in the Educational Seminar, and why learning about the Argentine educational system is of importance/interest to you, your school, and your work as an administrator. Also include how you intend to engage the Argentine administrator during his/her program at your school. Please submit up to two double-spaced pages.

**Certification:**

I certify that the information provided in this application is, to the best of my knowledge, true and correct. I am aware that a false statement may be grounds for non-selection or termination of my exchange. I further certify that I have notified /I will notify American Councils of any misdemeanor (except minor traffic violations) or felony convictions or pending indictments. My signature confirms that I will abide by the “Terms of Agreement” if selected for program participation.

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Signature of Applicant

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Date

**EDUCATIONAL SEMINAR:  
2010/11 ARGENTINA PRINCIPAL EXCHANGE PROGRAM**

**APPLICATION CHECKLIST**

**1) DOES YOUR 2010/11 ARGENTINA PRINCIPAL EXCHANGE PROGRAM APPLICATION PACKAGE INCLUDE:**

- |   |     |    |
|---|-----|----|
| • A COMPLETE ORIGINAL APPLICATION FORM? | Yes | No |
| • THE STATEMENT OF PURPOSE ESSAY?       | Yes | No |
| • TWO COPIES OF THE FORM AND THE ESSAY? | Yes | No |
| • ADMINISTRATIVE APPROVAL?              | Yes | No |

**2) ARE YOU SURE YOU ARE ELIGIBLE FOR THIS PROGRAM:**

- |  |     |    |
|--|-----|----|
| • ARE YOU CURRENTLY AN ELEMENTARY, MIDDLE SCHOOL OR HIGH SCHOOL PRINCIPAL?                               | Yes | No |
| • ARE YOU ABLE TO COMPLETE THE PROGRAM IN ARGENTINA?   | Yes | No |
| • ARE YOU ABLE TO HOST YOUR ADMINISTRATIVE PARTNER FOR THREE-WEEKS? (MID-OCTOBER – EARLY NOVEMBER, 2010) | Yes | No |

**3) DID YOU MAIL YOUR APPLICATION BY THE POSTMARK DUE DATE MARCH 12, 2010?**

Yes No

**4) DID YOUR SUPERVISOR MAIL YOUR REFERENCE BY THE POSTMARK DUE DATE?**

Yes No

***PLEASE MAIL YOUR APPLICATION PACKAGE TO:***

**Educational Seminar: 2010/11 Argentina Principal Exchange Program**

American Councils for International Education: ACTR/ACCELS

1776 Massachusetts Ave., NW, Suite 700

Washington, D.C. 20036

Telephone (202)-833-7522

Fax (202)-833-7523

Email: [thair@americancouncils.org](mailto:thair@americancouncils.org)

**Should you have any questions, please contact**

Tim Hair, Senior Program Officer

American Councils for International Education

Teacher Programs

Telephone: (202) 833-7522

Email: [thair@americancouncils.org](mailto:thair@americancouncils.org)

# **Educational Seminar: 2010/11 Argentina Principal Exchange Program**

**Application for Elementary, Middle, and Secondary School Principals**

## **Administrative Approval for Applicant**

Name of Applicant: \_\_\_\_\_

Name of official authorized to approve participation in program: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name and complete address of institution:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The above applicant is employed by our school or school system and will be given a leave of absence for approximately three weeks during the summer of 2011 in order to participate in the Educational Seminar: Argentina Principal Exchange Program. I realize that all travel and program costs are paid for U.S. administrators participating in the program; however, the program does NOT include expenses for salaries.

Signature of Administrator \_\_\_\_\_

Date \_\_\_\_\_

## Educational Seminar: 2010/11 Argentina Principal Exchange Program

**Due Date: March 12, 2010**

### Immediate Supervisor Reference

This letter of reference must be written by someone who has supervised the applicant in his/her teaching position or a teacher with whom the applicant has worked with sometime during the past three years.

Name of Reference \_\_\_\_\_

Position/Title \_\_\_\_\_

Institution \_\_\_\_\_

Your statement will be given considerable importance by the selection committee which reviews this application, and should be as complete and detailed as possible. Your comments may be continued on additional sheets of paper. Please send the entire letter of reference under separate cover to:

**Educational Seminars: 2010/11 Argentina Principal Exchange Program**  
**American Councils for International Education: ACTR/ACCELS**  
**1776 Massachusetts Ave., NW, Suite 700**  
**Washington, DC 20036**

	SUPERIOR	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE
<b>Professional Qualifications</b>				
Knowledge of the subject field				
Effectiveness with persons of diverse backgrounds				
Ability to work with colleagues, including those with divergent views				
Adherence to established administrative policies				
<b>Personality Traits</b>				
Adaptability				
Resourcefulness				
Self-reliance				
Sense of humor				

**Letter of Reference -- cont'd**

1. Please comment on what makes the applicant an outstanding administrator.

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2. Please compare the applicant to other administrators you have known in terms of commitment to the teaching profession, how he/she relates to teachers and other administrators, attitude toward students, and preparedness for living abroad for a period of two to three weeks.

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3. Please comment on what you see the applicant doing five years from now. How might this program help the applicant advance in his or her profession?

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NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

## Argentina Principal Exchange Program

### PRINCIPAL PROGRAM SURVEY FORM

The following information is requested on a voluntary basis and will be not be used in the selection process. Your omission of such information will have no effect on your application for the Educational Seminar: Argentina Principal Exchange Program. If submitted, this form will be detached from your application and will not be seen by the selection committee at any stage of consideration.

**Ethnic/Race Category (please check one):**

**White** (Not of Hispanic Origin)

**Black or African American** (Not of Hispanic Origin)

**Hispanic** (Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.)

**Asian/Pacific Islander** (Persons having origins in any of the original people of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands and Samoa. The subcontinent includes India, Pakistan, Bhutan, Nepal, Bangladesh, Sikkim, and Sri Lanka.)

**American Indian/Alaskan Native** (Persons with origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation/community recognition.)

**Veteran Status:**

Yes, I served on active duty and was separated from the armed forces under honorable circumstances.

\_\_\_\_\_  
Dates served

\_\_\_\_\_  
Branch of Service

No

**Disability Status:**

If you have a disability and would like special accommodation to perform the duties of the position, please explain these limitations and suggest special equipment or physical environment accommodations that will be needed:

From what source(s) did you learn about the Educational Seminar: Argentina Principal Exchange Program?  
Please check all that apply.

- Direct Mailing \_\_\_\_\_
- U.S. Government-Sponsored Program Alumna/Alumnus (please specify) \_\_\_\_\_
- Colleague \_\_\_\_\_
- Internet/Listserve (please specify) \_\_\_\_\_
- Other (please specify) \_\_\_\_\_

Have you previously applied for a U.S. Government funded exchange program? Y\_\_\_\_ N\_\_\_\_