

UNIVERSITY OF THE MIDDLE EAST PROJECT

2008 TEACHER EDUCATION INSTITUTE

The Teacher Education Institute (TEI) is a teacher-training and cultural exchange program hosted annually by the University of the Middle East Project (UME) with follow-on programs that build off the foundations of knowledge established in this first institute. The TEI is one of the many programs the UME implements to provide higher education opportunities of the highest standard for all the peoples and communities of the Middle East and North Africa.

TEI courses are taught in English by professors from prestigious institutions on the beautiful campus of a top university in the United States. A combination of lectures, discussion sessions, workshops and field trips immerses participants in a wide variety of innovative teaching methodologies. The TEI allows participants to learn about new and creative pedagogical tools that incorporate critical thinking and constructive dialogue for practical application to secondary school classrooms. Technological tools such as internet-based learning and educational software programs also will be explored.

Lectures and Seminars

The UME Faculty encourages active learning, with an emphasis on discussion and group work. Seminar and lecture topics include:

- Comparative Education
- Cross Cultural Education
- Education in the Era of the Internet
- The Role of Education in Community Building
- Communication in the Classroom
- Enhancing Motivation among Students

Site Visits

Site visits are designed to provide valuable field experience on topics explored in the lectures and discussion sessions. UME coordinates group visits to American secondary schools and teachers associations, and arranges presentations given by various organizations engaged in civic education and community service.

Project Workshops

Working in multinational groups of four or five, participants focus on a chosen teaching methodology introduced in TEI lectures. With the guidance of a TEI core faculty member, each group completes a collaborative paper and a conference project presentation during the final week of the institute.

Group project topics include, but are not limited to:

- Investigating methodologies of dialogue, discussion and creative learning in the classroom
- Building strategies to improve instructional and evaluative teaching methods
- Identifying the organizational tools to engage secondary school students in civil society (hospitals, community services, primary education etc.)
- Evaluating the role of computers and the internet for educational applications

Participation Requirements

Participation in the Teacher Education Institute requires that all participants be willing to commit to a 6 month follow-on program which aims to:

- Support TEI alumni in the implementation of teaching methodologies learned during the program
- Assist alumni with the provision of seminars to train other teachers at the alumni's schools in methodologies learned at TEI
- Prepare alumni for participation in national conferences on education-related topics

Continuing Education

The TEI is the first of several professional development programs that UME offers educators from the Middle East and North Africa. As an alumnus of the TEI, you have the opportunity to participate in UME's follow-on programs which provide further training and cross-cultural experiences both abroad and in your home-country. The following are our current or past follow-on program themes:

- Education Leadership
- Negotiation Strategies
- Alumni Conferences
- Intercultural Education
- Civic Engagement *NEW!*

For further information about UME and the 2008 TEI, please visit www.ume.org.

For answers to questions about TEI, email us at TEIquestions@ume.org or call 1-617-876-6361

****Please remember to include your full name and nationality for all written inquiries****

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APPLICATION INSTRUCTIONS

**Only for this form. See separate instructions for the preferred, online application*

To apply to the 2008 Teacher Education Institute, you must meet the following criteria:

- Be a **citizen and resident** of a Middle Eastern or North African community
- Be proficient in written English – **all applications must be written in English.**
- Be proficient in spoken English – **all interviews will be conducted in English.**
- Be a certified secondary school teacher of students, 14-19 years of age, with at least 2 years of teaching experience.

Please Complete the entire TEI 2008 Application by typing in the fields or by handwriting a printed copy. When you have completed all sections of the applications:

- Save your application as one, single text document including all 11 sections and both essays. Do NOT send your application as jpg files or as a pdf. You may attach your picture separately
- Save the document as Your Country_Your Family Name (i.e. USA_Smith)
- Email it to TEI2008@ume.org.
- Type Your Country and Your Family Name in the subject line

If you must send your application by post, it is strongly recommended that you send it via an express delivery service such as Aramex, DHL or Express Mail. Please send your completed application to:

The University of the Middle East Project
Application for 2008 Teacher Education Institute
66 Church Street
Cambridge, MA 02138 USA

Deadline: Applications must be received by UME before **December 5, 2007**. Early applications will be given priority

*****IF you send your application by post, please send an email with “confirmation request”** in the subject line to TEIquestions@ume.org. State your name, your nationality and the date your application was sent in the body of the message.

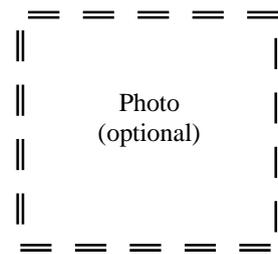
*****IF you send your application by email,** send it once only and by one method. You will receive an auto-reply message that will serve as your confirmation. If you do not receive an auto-reply message, follow the instructions in the preceding paragraph for a “confirmation request”. Please be patient. It may take several days for us to respond.

In our correspondence, we will also respond to you with more information including the date you should expect to be notified of your status. Normally, if you are accepted in the first round, you will be expected to attend an interview in your country with a UME representative.

Use the checklist provided in the application to ensure that you have included all the required pieces. Every year, many applications are disqualified for being incomplete or not adhering to the instructions.

Please email all questions to the TEIquestions@ume.org. Be sure to include your full name and nationality in all inquiries.

**UNIVERSITY OF THE MIDDLE EAST PROJECT
2008 TEACHER EDUCATION INSTITUTE**



APPLICATION FORM

UME prefers that you use our new, online application. If you must apply by email, carefully read the 2008 instructions which can be downloaded from www.ume.org. Use the checklist on the final page of this application to ensure that you have properly completed and submitted the form.

I. APPLICANT PROFILE

Please provide the following information exactly as it is written in your passport

First (Given) Name				
Middle Name				
Last (Family) Name				
Gender (Male/Female)	Female			
Age				
Date of Birth				
	Month	Day	Year	
Place of Birth				
	City		Country	
Citizenship(s)				
Country of Permanent Residence				
Marital Status (please X above your status)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Single	Married	Divorced	Widow(er)
Complete Mailing Address: Street City Country Postal Code				
Phone Number Where You are Most Likely to be Reached				
	(Country Code): xxx-xxxxx		Hours: AM or PM	
Secondary Phone Number (if available)				
	(Country Code): xxx-xxxxx		Hours: AM or PM	
Fax (if available)				
	(Country Code): xxx-xxxxx		Hours: AM or PM	
E-mail				

Have you applied previously to the TEI? If so, please X above the years	<input type="checkbox"/>							
	2000	2001	2002	2003	2004	2005	2006	2007

Have you ever been interviewed for the TEI? If so, please X above the years:	<input type="checkbox"/>							
	2000	2001	2002	2003	2004	2005	2006	2007

How did you learn about the Teacher Education Institute? Please X next to your source:

School Principal	<input type="checkbox"/>
Teachers Association	<input type="checkbox"/>
Flyer or Advertisement	<input type="checkbox"/>
Online	<input type="checkbox"/>
Ministry of Education	<input type="checkbox"/>
Other (please specify)	<input type="checkbox"/>
Past Participant of the TEI (please specify name of past participant and your relationship with him or her)	<input type="checkbox"/>

II. TEACHING

Teaching Experience: Please list the names of all the schools in which you have taught, starting with your current position (specify if full-time or part-time). Please also specify the subject taught (i.e. Math, English, Biology, etc...)

School	Location	Ages of Students	Dates of Employment	Subjects Taught

Description of your current teaching job: Please provide the information requested in order to tell us more about the secondary school at which you are currently teaching.

Your Position at Current School		
Name of School		
Address: Street City Country Postal Code		
Phone Number		
	(Country Code): xxx-xxxxx	Hours: AM or PM

Fax		
	(Country Code): xxx-xxxxx	Hours: AM or PM
Name of School's Principal		
What are the ages of the students in your school?		
In total, how many students are there in your school?		
In total, how many students do you teach each year?		
Is your school (please X above your choice):	<input type="checkbox"/>	<input type="checkbox"/>
	All Boys	All Girls
Is your school (please X above your choice):	<input type="checkbox"/>	<input type="checkbox"/>
	Public	Private
If a private secondary school, how much are the average annual fees per student for each of the final two years?	\$	
Is the curriculum in your school taught in several languages? (please X above your choice)	<input type="checkbox"/>	<input type="checkbox"/>
	Yes	No
If yes, which languages?		
Please list the classes you currently teach.		
In which language(s) do you teach?		

III. ACTIVITIES BEYOND YOUR TEACHING RESPONSIBILITIES

Please list any activities you have been involved in that are NOT associated with your teaching responsibilities: Organizations, associations, community services, etc..., starting with the most recent one.

Name of Institution	Description of Institution	Location	Dates of Service	Responsibilities

Please briefly tell us about the activity above which had the most personal impact on you and why. Or, please tell us about a significant experience which occurred during one of the above activities and how it affected you.

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IV. OTHER PROFESSIONAL EXPERIENCE

Please list other employment you have had since the beginning of your career, starting with the most recent (specify if full-time or part-time)

Name of Company	Location	Dates of Employment	Job Title	Responsibilities

V. EDUCATION

Educational Background: Please list the post-secondary school institutions and most relevant, significant training programs (university, post-graduate, teacher training etc.) you have attended, beginning with the most recent.

Name of Institution	Location	Dates Attended	Diploma/Degree/Certificate	Subject

VI. PERSONAL TIME

Travel: Please list any significant travel experiences you have had for professional or personal reasons over the past ten years.

Hobbies: (sport, travel, music, dance, arts, etc...)

VII. KNOWLEDGE OF LANGUAGES

Language	Number of Years of Practice	Spoken (please X above your choice)				Written (please X above your choice)				Understand (please X above your choice)			
		Excellent	Good	Fair	Slight	Excellent	Good	Fair	Slight	Excellent	Good	Fair	Slight
English		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VIII. COMPUTER USAGE

How familiar are you with using computers? (please X above your choice)	<input type="checkbox"/>				
	Excellent	Very Good	Good	Fair	Poor
Please list the software you can use proficiently (i.e. Microsoft Word, Excel, etc.)					

Does your school provide access to computers? (please X above your choice)	<input type="checkbox"/>	<input type="checkbox"/>	
	Yes	No	
If so, how many?			
What is the level of student access to the computers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	None	Limited	Full
How do your students use the computers? (i.e. for email, typing essays, research, etc.)			

IX. THE ESSAYS

*The following essay questions must be answered within the stated word limits and submitted with your application in order for it to be considered complete. **IMPORTANT NOTE:** Essays may NOT be written, edited or translated by anyone other than you. All essays must be written in English. Essays over the allotted number of words will not be considered. Please type in Times New Roman 11 pt font within the spaces provided below.*

Essay #1: Personal statement of 400 words or less: Please elaborate on the following phrases: (1) A moment in my life that I have never forgotten is... (2) My life has (or has not) been characterized by this moment... Please elaborate on these phrases by articulating your experiences as clearly as possible. You may write the full personal statement by incorporating both phrases throughout it, or by addressing one part and then the other.

Essay #2: Please answer the following question in 700 words or less: Please reflect upon and describe how you, in your role as an educator, have impacted your society. Please cite specific examples.

X. ADDITIONAL INFORMATION

If there is anything else you would like us to know about you that you have not mentioned in your application or the essays, please feel free to tell us in the space provided below.

XI. YOUR SIGNATURE

I certify that the information given in this application is complete and accurate, and that no other person assisted me in the writing of any part of this application:

Signature of applicant: _____ Date: _____
**You do not need to scan in your signature. Please just type your name above*

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APPLICATION CHECKLIST

Did you ...

	Verify your eligibility to apply to TEI according to the criteria listed in the instructions?
	Complete the entire Application Form (all 11 sections)? Both NEW and PAST applicants must complete the entire application form and essays. We can no longer refer to past applications.
	Write a Personal Statement (Essay #1, Section IX) of less than 400 words?
	Write Essay #2, Section IX, of less than 700 words?
	Save your application as one, single text document including all 11 sections and both essays? Do NOT send your application as jpg files or as a pdf. You may attach your picture separately
	Save the document as Your Country_Your Family Name (ie USA_Smith)
	Email it to TEI2008@ume.org .
	Type Your Country and Your Family Name in the subject line of the email
	If you do not receive an auto-reply message, send a “confirmation request” email to TEIquestions@ume.org , and in the body of the message include your name, your nationality, and the date your application was sent.

Thank you for your application and Good Luck!