



INTERCULTURAL AMBASSADORS

Application form

SCHOOL: _____ DISTRICT: _____

SCHOOL ADDRESS: _____

CITY: _____ SCHOOL ZIP: _____

Two teachers from the same school may apply for an Ambassador on a single application form. If more than two teachers at your school wish to participate, please submit one application for each group of two or three. Teachers from the same school will probably be paired with the same Ambassador(s) to facilitate scheduling.

1. _____ () _____ - _____
 NAME HOME PHONE GRADE LEVEL

_____ HOME ADDRESS CITY ZIP

E-MAIL _____ SCHOOL PHONE: () _____ - _____

2. _____ () _____ - _____
 NAME HOME PHONE GRADE LEVEL

_____ HOME ADDRESS CITY ZIP

E-MAIL _____ SCHOOL PHONE: () _____ - _____

Please fill out the following information to assist us in the placement of our Ambassadors. Placement of Ambassadors depends on their preference for working with a particular grade level and whether their availability matches your schedule. We cannot guarantee you will receive a guest from the country of your choice.

What time does school start each day? _____ What time is afternoon dismissal? _____

What dates will your school be on spring break? From _____ to _____

Are there any times/days of the week or dates when it **would not** work for you to have the Intercultural Ambassador visit (for instance, minimum days or days when there are classroom programs that would conflict)?

1. _____

2. _____

3. _____

Guidelines and Commitments for Teachers

1. The focus of this program is on building genuine relationships between the international visitor and the students and teachers with whom they come in contact. To achieve this,
 - a. Student ambassadors who are new to the program will make a “pre-visit” to *at least one* of the classrooms to which they have been assigned for the purpose of observing an American school and classroom setting.
 - b. Ambassadors meet with only one class group at a time.
 - c. Participating teachers must be present at all times during the ambassador’s visits. Ambassadors will not make visits on days when a substitute is present.
 - d. Each visit to a primary classroom should be no more than 40 minutes, upper grade and secondary classrooms - 1 hour in length.
2. We cannot guarantee you will receive a guest from the country of your choice. Assignments are based on many factors, including ambassador and teacher schedules, ambassadors’ compatibility with different age groups, etc.
3. In order to participate in the Intercultural Ambassador - World in the Classroom program, **all teachers must:**
 - a. Attend the workshop on **Thursday, February 11, 2010** at San Diego State University to meet and begin working with their ambassadors.

We are sorry, but in fairness to the ambassadors and teachers on the waiting list for the program, anyone who is unable to attend the workshop will become ineligible to participate.
 - b. Contact their ambassador (following the **February 11, 2010** workshop) *before* the first classroom visit and then *after each classroom visit* for additional planning, fine tuning, and debriefing. These contacts may be meetings or telephone conversations.
 - c. **Fill out an** evaluation of the ambassador’s visits and return it to ISTEP, ideally within two weeks of the ambassador’s last visit, but **no later than May 8, 2010.**

BEFORE YOU SIGN THIS APPLICATION... Please read the above guidelines and commitments. Be sure you understand and can uphold them.

Applicants:

I understand the attached guidelines and commitments I am making regarding the Intercultural Ambassador program. **Signatures of ALL teachers applying on this form must sign for themselves!**

1. _____

2. _____

Principal:

I am aware that these teachers have applied to participate in the Intercultural Ambassador program

Signature of Principal: _____

Spaces will be reserved on a first come, first served basis. Return this application to:

ISTEP Intercultural Ambassador Program
San Diego State University
San Diego, CA 92182-6014 or by FAX (619) 594-0232

Notification will be sent the week of January 25, 2010. For further information, call Dae Elliott, ISTEP Program Coordinator, 619-594-1105.