



2009 Teach in China

Location	Varies throughout mainland China. Most placements available in Shenyang, Qingdao, Guilin, Yantai, Xiamen and more. Beijing and Shanghai placements more competitive.
Start Dates	Spring Semester ~End of February – mid June; Summer Semester ~July 7-August 8; Fall Semester ~Early Sept. – early January
Program Fees	US\$895-summer, US\$1105-semester, US\$1255-academic year
What's Included	-Guaranteed teach placement prior to departure -Housing (many schools offer lunch) -20 unit on-line TEFL course (optional for summer for fee) -International Traveler's Insurance -Airport pick-up -Orientation & Training -Pre departure and local support
What's not Included	International and local transportation -airfare reimbursement for 1-2 semesters commitment Visa fees
Benefits	Local salary (~¥4000/\$475-¥5000/\$600 per month) varies on school, location and experience.
Accommodations	Furnished housing included with position. Typically private room with shared bathroom with other foreigners. Kitchen facilities, internet and laundry usually available.

PROGRAM DETAILS & HIGHLIGHTS

In today's increasingly interconnected global community, what better way to unite than by understanding each other's cultures and languages? English is currently the most widely used and studied language in the world, while Chinese is quickly becoming an international business language. Why not teach something that comes so naturally to you (like speaking and writing English!) while simultaneously learning Chinese and so much more?

Cultural Embrace offers an exciting and affordable opportunity for native English speakers to live, work, and travel in this fascinating country. Expect to teach an average of 20 hours a week, with students ranging from private academies, public elementary and secondary schools, universities, and the professional ranks. China includes English in their school's curriculum at a young age, so most are proficient with English reading and writing, but are shy and embarrassed to practice their conversational skills. Help make your students feel more comfortable interacting in your native language using the skills that you have learned in *Cultural Embrace's* online TEFL course.

◆ *Cultural Embrace* ◆ 7201 Bill Hughes Road ◆ Austin, Texas 78745 U.S.A. ◆

◆ Ph: 888-214-8570/512-469-9089 ◆ teach@culturalembrace.com ◆ www.culturalembrace.com ◆

With *Cultural Embrace's* Chinese teach programs, you will gain invaluable, lifelong skills as a result of your experiences with the local people, community, and even yourself!

Teaching in China Offers:

- The satisfaction of helping others
- An opportunity to broaden your perspective and worldview
- An economical way to live and travel abroad
- An opportunity to participate in and learn local cultural activities (e.g.: language, taiqi, calligraphy, cooking)
- Memorable travel experiences and the chance to see exotic sites you have always dreamed about
- The ability to make lifelong friends from around the globe
- A valuable work experience that strengthens your resume
- A great way to develop and support your self-confidence and interpersonal skills

Cultural Embrace Offers:

- **Guaranteed Paid Teaching Position Prior to Departure**
Cultural Embrace pre-arranges your teaching placement before you leave home to ensure an easy and hassle-free transition to your new life abroad. Most placements are for English teachers (oral, listening, grammar, written); plus positions available for specialty subjects in English, such as: International Relations, Global Issues, Business, World Geography, Computers.
- **Paid Salary**
The average salary is ¥4000/~US\$550 - ¥5000/~US\$730 per month for full academic semester(s) positions. This is more than double the salary of local professors and it is easily enough to cover your expenses while living in China. Summer teach salary is ¥4000/~US\$550 for university degree holders. Students without a bachelor's degree yet may apply for a summer teach position and receive a stipend (up to ¥1000/~US\$150) based on experience and demand.
- **Pre-arranged and Included Housing**
Furnished housing will be included with your teach placement. Schools will have basic but comfortable living arrangements (usually private room with shared common areas, hot water, kitchen, laundry facilities, etc).
- **Airfare Reimbursement**
Most schools offer ~RMB5000/~US\$730 reimbursement for one semester commitment and ~RMB10000/~US\$1460 reimbursement for airfare upon the completion of one year of teaching.
- **Online TEFL (Teaching English as a Foreign Language) Course**
This course teaches the skills and techniques required for successful language teaching and classroom preparation. It is a 20-unit course to be completed at your leisure, requiring approximately 100-120 hours of attention. Not included for summer teach placements, but can be added for US\$295.
- **Cultural & Social Activities**
Various Chinese cultural and social activities will be available to teachers at their institution and community. Most schools include two hours per week free Chinese lessons, welcome

and farewell banquet dinners, local excursions, cooking lessons, and details about Chinese kungfu, taiqi, art, and music lessons.

- **Visa Assistance**

Cultural Embrace and your local host institution will assist you with information and invitation letters to obtain a proper visa, but we have neither control nor the ability to guarantee government issuance and/or visa availability.

- **Arrival Assistance**

We will arrange an airport pick-up and transfer for you; a representative will pick you up from the airport or train station and take you to your accommodations and school.

- **Orientation & Training**

You will receive training for your new job, responsibilities, and curriculum; and an orientation about your local community and culture. Each local representative will have a varied orientation schedule, but most will last 2-5 days before the start of the semester.

- **Travel Insurance: Basic Major Medical Coverage**

Our policy provides basic medical coverage at your teaching location. *Cultural Embrace* highly recommends additional travel insurance.

- **Cultural Embrace Teacher's Kit**

Useful tips, advice, and information to prepare you for the adventure of living and working abroad as well as advice on teaching in China.

- **Full-time Representation**

Cultural Embrace provides representation in the United States and China prior to, during, and after your placement.

- **Certification**

If you wish to receive a certificate detailing your teaching experience, please let us know and we will provide the necessary documentation.

PROGRAM REQUIREMENTS

- Good command of the English language and subject matter; Chinese knowledge helpful, but NOT required
- Bachelor's degree in any discipline; Education majors and classroom experience preferred, but not required (note: Juniors and Seniors will be considered for summer teach positions or assistantship)
- Enjoy leading groups and teaching children and/or adults
- Good lesson planning and organization skills
- Attendance at staff meetings
- Open to foreign cultures and living abroad
- High level of responsibility
- Dedication to the full term of commitment
- Health tests and immunizations to obtain the proper work permit-Class Z. (e.g.: EKG, HIV test, tetanus, hepatitis, typhoid, etc may be required by Chinese law)
- A criminal background check may be required by some schools and positions

2009 FEES

Summer session	US\$895
1 semester	US\$1105
1 school year	US\$1255

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*Can\$, Aus\$, Br£, Euros€ may be accepted with an additional service charge for currency conversion.

2009 SCHEDULE:

Spring Semester ~End of February – mid June;

Summer Semester ~July - August ;

Fall Semester ~Early Sept. – early January

HOW TO APPLY

1. Obtain the **Teach Abroad Application Forms & Procedures** documents in one of two ways:

(a) Download the forms from our website at **www.culturalembrace.com**

(b) Call **Cultural Embrace** at **1-512-469-9089** or **1-888-214-8570** (US/Canada toll-free) to have the forms mailed to you in 7-10 days.

2. Read the instructions carefully and *complete all forms*.

3. Submit your completed application packet to:

CULTURAL EMBRACE

7201 Bill Hughes Road

Austin, TX 78745 USA

Completed packet should include:

- Teach Program Application
- Signed Teach Program Agreement
- Resume/CV
- Cover Letter explaining why you want to teach in China
- Copy of your Bachelor's degree and other significant credentials
- Copy of your passport (information page only)
- Three letters of recommendation (your referrer can send it directly via post or email)
- Four passport-size photos
- One full-length picture
- Police background check
- Medical report
- US\$200 non-refundable deposit (credited towards your program fee)

We recommend applying with **Cultural Embrace** at least 12 weeks before the semester start date. Remember, the online TEFL (Teaching English as a Foreign Language) course takes an average of 100-120 hours to complete. There is no deadline for applications, however positions are filled by first come, first serve, with the school's principal and director making the final decisions of who they hire.

Cultural Embrace will require an expedited application fee for those applying 12 weeks or less before the desired date of departure. Applications received 8-12 weeks prior to your desired

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departure date will be charged \$150. Applications received less than 8 weeks before the desired departure date will be charged \$250.

Upon receiving your application, we will contact you for a 20-30 minute telephone interview to learn more about your skills, experience, and needs and to discuss the program details and expectations.

FREQUENTLY ASKED QUESTIONS

1) Where are the teach placements and can I choose where I will be placed?

We have contacts in over 30 cities throughout China. We have placed many teachers who have enjoyed their experiences along the coastal Northwest areas (ie; Shenyang, Qingdao, Xiamen, etc). You may ask for a specific area and we will try our best to meet your preferences, but please keep in mind that we can only make placements according to schools availability and acceptance. Please keep in mind that positions in Beijing and Shanghai are limited and very competitive due to the local institutions reputation. Most of the schools in the major cities seek highly qualified and experienced teachers.

2) Where will I live?

Cultural Embrace will pre-arrange your housing before you leave for China. Accommodation varies based on the placement location, but teachers are usually housed in furnished apartments near the schools. In Beijing, teachers will stay in extended stay teacher dormitories/hotels. Most utilities are paid by the school, but in some cases, you may have to pay with other foreign teachers or students that share your unit.

3) How long can I teach in China?

Teach placements are available for a summer, semester or year contract. If you are interested in a placement longer than a year, please contact **Cultural Embrace**, as we might be able to negotiate an extended bonus.

*4) What type of visa assistance does **Cultural Embrace** provide?*

Cultural Embrace and the host school will provide visa assistance to accepted teachers by providing information on how to obtain a visa and a letter of invitation from the host school. Most schools will send you an invitation letter to apply for a Working Class Visa F or Z.

Please note that any visa fees are the responsibility of the applicant. And, while we can assist you during the process, ultimately it is your responsibility to ensure that you have obtained the appropriate visa for your work experience. **Cultural Embrace** has no control over the visa process and cannot guarantee that your visa application will be accepted.

5) What are the language requirements?

Chinese language skills are helpful but not required. If you wish to take Chinese lessons before or during your teach placement in China, please just contact a **Cultural Embrace** representative. Many of the schools offer ~2 hours of Chinese lessons per week while you are teaching on their campus. Plus, your students and local friends will love to share their culture and language with you, and will teach you the 'must know' Chinese vocabulary.

6) *What are the working conditions?*

Your work schedule will be assigned by your employer, but most positions average about 20 hours per week, with two hours of homework duty. Each employer has its own working and schedule arrangement that you should be willing to accept. Of course you are encouraged to travel, but please consult with your employer to see if you can organize a schedule that will be effective for all parties involved. Most institutions follow the M-F work week, but you will need to be prepared if some classes are held on Saturday mornings, this is to each school's discretion.

7) *Do I have to bring specific clothes?*

Yes, you will need to dress professionally and appropriately for your teaching position. We recommend that you dress with a 'smart casual' attitude. However, we will provide you with more details in your **Cultural Embrace** pre-departure kit about your job and packing list. Plus, China is a mecca for street markets and you can always buy "Westernized" clothes at low costs.

8) *Can I teach and/or live with a friend or partner?*

Yes, you can enroll in this program with other people, however, please note that positions may be limited within a school. For this reason, participants hoping to travel together will need to be more flexible on the desired placement location. Additionally, we can arrange your accommodations together in a double occupancy, or organize single rooms in the same area.

9) *How long will it take to make my placement?*

We ask applicants to apply at least 12-16 weeks in advanced of your desired start date. For your sanity and preparation, we recommend applying the earlier the better. Placements may take less time than this, but we want to ensure that we have enough time to find the best position for you, plus sufficient time for you to take your on-line TEFL course, and to obtain the proper visas, etc. There are additional administrative fees if you apply less than 12 weeks in advanced, and we do not contact our local partners until we receive at least 50% of the program fee payment.

10) *When should I buy my plane ticket and does **Cultural Embrace** provide any resources to help with plane tickets?*

Plane tickets should not be purchased until after your placement has been confirmed. **Cultural Embrace** works with consolidators and discount travel agencies that can help find cheaper tickets than those that are available to the general public.

11) *What do I do if I have a problem or complaint with my teach placement?*

You must speak to your employer or school director to give them an opportunity to explain or investigate the situation. If the complaint still exists, then please contact your local representative in China, as well as let **Cultural Embrace** (Austin office) know so we can mediate on your behalf. Please note that you will be assigned a local representative that will provide you with placement report(s) and end of the program evaluation.

For any questions, please do not hesitate to contact us at teach@culturalembrace.com, or you can call us at 1-512-469-9089, or 1-888-214-8570 (US toll-free).

*Discover the Similarities. . .
Share the Differences. . .*