

Cultural Exchange Institute
CEI-COSTA RICA INSTRUCTOR APPLICATION
434.825.0962 | info@culturalexchangeinstitute.org

Last Name: _____

First Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Telephone: (cell) _____ (home) _____

Primary Email: _____

Secondary E-mail: _____

Session applying for: _____

Previous study abroad programs taught in / year: _____

Academic discipline/s:

Subjects taught:

Please submit these additional documents in addition to your application:

- Your current CV or professional Resume
- A goal statement which includes your objectives and expectations as a CEI instructor and how your topic and expertise will contribute to the CEI mission and values.
- A separate lecture or workshop sample on your topic proposal in Word, pdf, PowerPoint or video format lasting no more than 10 minutes.
- A short pertinent sample of your published work five pages or less in length, to be uploaded as a Microsoft Word document or PDF. Alternatively, it can be a five-page excerpt of a larger document. Double-spaced is preferred. (OR) A complete explanation of your professional work as it has contributed to goals similar to those of CEI. Please indicate programs or initiatives that you have led and the number and type of courses. Alternatively you can submit a video up to 5 minutes which provides the same information. Please be as specific as possible.
- The names, titles, e-mail addresses, and phone numbers of 3 professional references.
- Your Official Transcripts mailed directly from your most recent institution.