



CHECKLIST FOR APPLICANTS

LANGUAGE AND CULTURE ASSISTANTS PROGRAM FOR SCHOOL YEAR 2017-18

IMPORTANT: PRINT THIS DOCUMENT AND E MAIL IT ALONG WITH THE REST OF DOCUMENTS TO THE REGIONAL EDUCATION ADVISOR

DO NOT SEND DOCUMENTS SEPARATELY OR UNTIL YOU HAVE OBTAINED AND UPLOADED ALL OF THEM.

Last name, First name, MI: State/Province of origin:

Please, initialize after each applicable category. Once you have completed all these sections, your application will be considered.

DOCUMENTS ON PAPER, SIGNED AND DATED

I am including the following documents in this envelope to my Regional Education Advisor:

INITIALS

- | | |
|--|----------------------|
| <input type="checkbox"/> PDF printout form generated by PROFEX, dated and signed | <input type="text"/> |
| <input type="checkbox"/> This CHECKLIST, as all the steps in the application have been completed | <input type="text"/> |

UPLOADED DOCUMENTS

I have uploaded all the following documents in the appropriate places in Profex as indicated in the manual:

- | | |
|---|----------------------|
| <input type="checkbox"/> Main page of my US or Canadian passport | <input type="text"/> |
| <input type="checkbox"/> Copy of my official College transcripts or College degree | <input type="text"/> |
| <input type="checkbox"/> Signed and dated letter of intent or statement of purpose | <input type="text"/> |
| <input type="checkbox"/> Letter of recommendation | <input type="text"/> |
| <input type="checkbox"/> <i>Check only if you are a European citizen.</i> Medical Certificate | <input type="text"/> |

Please, write **N/A** instead of initializing if it is not your case.

Please check one:

- English is my first language or I am a balanced bilingual and have a native-like command of English.
- Le Français est ma langue maternelle ou je possède un niveau de compétence linguistique en Français identique à celui dont la langue maternelle est le Français.

I declare that I am in good physical and mental condition and have no limitations that would impair my ability to teach.

Signed and dated: