

# Yew Wah International School

## Preliminary Interview Form

Wittenberg University, acting as proxy for Yew Wah International School, does not discriminate on the basis of sex, race, color, creed, sexual orientation, national origin, or ethnic origin

### **ALL APPLICANTS ARE REQUIRED TO SUBMIT THE FOLLOWING:**

- ✓ PART 1: STUDENT INFORMATION FORM
- ✓ PART 2: ACADEMIC INFORMATION FORM
- ✓ SELF-EVALUATION FORM
- ✓ TWO ACADEMIC LETTERS OF RE COMMENDATION (FACULTY MEMBER OR PROFESSOR)
- ✓ TRANSCRIPT FROM EACH COLLEGE/UNIVERSITY ATTENDED

### **PART 1: STUDENT INFORMATION FORM**

*Please fill out information completely and type or print blue or black ink.*

#### **PERMANENT CONTACT INFORMATION**

SOCIAL SECURITY NUMBER:    -   -

\_\_\_ MR. \_\_\_ MS. LAST NAME \_\_\_\_\_

FIRST NAME \_\_\_\_\_ MIDDLE INITIAL \_\_\_\_\_

PERMANENT ADDRESS \_\_\_\_\_  
\_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

TELEPHONE ( \_\_\_\_\_ ) \_\_\_\_\_

#### **PERSONAL INFORMATION**

MALE  FEMALE

MARRIED  SINGLE

DATE OF BIRTH \_\_\_\_ / \_\_\_\_ / \_\_\_\_

PLACE OF BIRTH:

CITY \_\_\_\_\_ STATE \_\_\_\_\_

COUNTRY \_\_\_\_\_

\_\_\_ U.S. CITIZEN

\_\_\_ NON-U.S. CITIZEN (SPECIFY) \_\_\_\_\_

\_\_\_ U.S. ALIEN RESIDENT \_\_\_\_\_

DO YOU HAVE A PASSPORT FOR THE DURATION OF THE PROGRAM?

\_\_\_ YES. PASSPORT # \_\_\_\_\_

COUNTRY OF ISSUE \_\_\_\_\_

\_\_\_ CURRENTLY APPLYING

#### **CURRENT SCHOOL INFORMATION**

STUDENT ID NUMBER:

STUDENT CAMPUS BOX# \_\_\_\_\_

CURRENT ADDRESS LINE \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE ( \_\_\_\_\_ ) \_\_\_\_\_

PREFERRED E-MAIL \_\_\_\_\_

EFFECTIVE UNTIL: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

#### **EMERGENCY CONTACT INFORMATION**

NAME \_\_\_\_\_

RELATIONSHIP TO YOU \_\_\_\_\_

DAY PHONE ( \_\_\_\_\_ ) \_\_\_\_\_

EVENING PHONE ( \_\_\_\_\_ ) \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

# Yew Wah Interview Form

## PART 2: ACADEMIC INFORMATION FORM

Please fill out information completely and type or print blue or black ink.

### WITTENBERG STUDENT STATUS

CUMULATIVE GPA \_\_\_\_\_ ON A 4.0 SCALE

MAJOR \_\_\_\_\_ MINOR \_\_\_\_\_

PRESENT ACADEMIC STANDING: \_\_\_ FR. \_\_\_ So. \_\_\_ JR. \_\_\_ SR.

EXPECTED GRADUATION DATE: \_\_\_\_\_

### LANGUAGE PROFICIENCY: (LIST YEARS STUDIED)

LANGUAGE: \_\_\_\_\_ COLLEGE: \_\_\_\_\_

LANGUAGE: \_\_\_\_\_ COLLEGE: \_\_\_\_\_

LANGUAGE: \_\_\_\_\_ COLLEGE: \_\_\_\_\_

### CAMPUS ACTIVITIES/AREAS OF INTEREST:

\_\_\_\_\_  
\_\_\_\_\_

### RECOMMENDATION LETTERS

NAME OF RECOMMENDER: \_\_\_\_\_

TITLE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

NAME OF RECOMMENDER: \_\_\_\_\_

TITLE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

### HOW DID YOU LEARN ABOUT THIS PROGRAM?

(CHECK ALL THAT APPLY)

\_\_\_ POSTER/PAMPHLET \_\_\_ STUDY ABROAD OFFICE/FAIR

\_\_\_ PROFESSOR \_\_\_ OTHER (SPECIFY) \_\_\_\_\_

### OTHER COLLEGE/UNIVERSITY ATTENDED (FULL OR PART-TIME, INCLUDING SUMMER STUDY)

INSTITUTION	DATES ATTENDED	MAJOR/FIELD	DEGREE RECEIVED?	IF YES, DATE OF DEGREE
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

### PLEASE DESCRIBE AND GIVE DATES OF ANY TRAVEL ABROAD OR EXPERIENCE ABROAD, INCLUDING PLANNED TRIPS IN 2011:

\_\_\_\_\_  
\_\_\_\_\_

### DISCIPLINARY INFORMATION

THE EXISTENCE OF A DISCIPLINARY RECORD OR CURRENT DISCIPLINARY SANCTIONS DOES NOT PRECLUDE ADMISSION, BUT WILL BE CONSIDERED IN THE OVERALL EVALUATION OF THE APPLICATION.

ARE YOU CURRENTLY ON DISCIPLINARY PROBATION? \_\_\_ Yes \_\_\_ No **IF YES, PLEASE ATTACH A BRIEF STATEMENT OF EXPLANATION.**

### CONSENT TO DISCLOSURE OF EDUCATION RECORDS

I HEREBY AUTHORIZE AND DIRECT MY HOME INSTITUTION TO DISCLOSE TO YEW WAH INTERNATIONAL SCHOOL OR ITS PROXY, THE EAST ASIA INSTITUTE, MY EDUCATION RECORDS AS DESCRIBED BELOW. I FURTHER AUTHORIZE EAI TO DISCLOSE MY EDUCATION RECORDS AS DESCRIBED BELOW TO THE EAST ASIAN INSTITUTE INTERVIEWERS AND TO YEW WAH. THE PURPOSES OF THIS DISCLOSURE ARE FOR EAI TO DETERMINE WHETHER I WILL BE RECOMMENDED FOR EMPLOYMENT AS A TEACHER AT YEW WAH; AND FOR THE EAST ASIA INSTITUTE TO PROVIDE SUCH INFORMATION TO YEW WAH SO THAT YEW WAH MAY HAVE THE INFORMATION NECESSARY TO CORRECTLY SELECT AND PLACE APPLICANTS. THE RECORDS I AUTHORIZE AND DIRECT TO BE DISCLOSED BY MY HOME INSTITUTION TO YEW WAH INTERNATIONAL SCHOOL OR ITS PROXY, THE EAST ASIA INSTITUTE, AND BY THE EAST ASIAN INSTITUTE TO YEW WAH ARE:

1. MY ACADEMIC TRANSCRIPT
2. RECORDS SHOWING THE ACTIVITIES IN WHICH I AM OR HAVE BEEN INVOLVED WHILE ATTENDING MY HOME INSTITUTION, AND
3. RECORDS REFLECTING DISCIPLINARY OR MISCONDUCT PROCEEDINGS AND/OR SANCTIONS TAKEN AGAINST ME BY MY HOME INSTITUTION.

I UNDERSTAND THAT BY SIGNING THIS CONSENT I AM WAIVING CERTAIN RIGHTS GRANTED TO ME BY THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT, 20 USC SECTION 1232G, AND I WAIVE THOSE RIGHTS VOLUNTARILY BY SIGNING THIS CONSENT. I FURTHER UNDERSTAND THAT I HAVE THE RIGHT TO EVOKE THIS CONSENT AT ANY TIME BY NOTIFYING WITTENBERG UNIVERSITY AND THE EAST ASIAN INSTITUTE OF MY REVOCATION OF THIS CONSENT. TO ENSURE PROPER NOTIFICATION OF REVOCATION OF THIS CONSENT, I UNDERSTAND THAT I SHOULD SUBMIT MY REQUEST IN WRITING TO WITTENBERG UNIVERSITY AND OIE.

PRINTED NAME: \_\_\_\_\_ SCHOOL ID#: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ SOCIAL SECURITY#: \_\_\_\_\_

DATE: \_\_\_\_\_

Wittenberg University, acting as proxy for Yew Wah International School, does not discriminate on the basis of sex, race, color, creed, sexual orientation, national origin, or ethnic origin.

# Yew Wah Interview Form

## SELF-EVALUATION FORM

*Please fill out information completely; use extra pages if necessary.*

1. YOU WILL BE LIVING IN A SOCIETY WHOSE VALUE SYSTEM MAY BE DIFFERENT FROM YOUR OWN, WITH DIFFERENT RULES AND DIFFERENT DRESS CODES. WHAT IN YOUR BACKGROUND INDICATES THAT YOU HAVE THE SUFFICIENT FLEXIBILITY TO COPE WITH THIS SITUATION?
2. YOU MAY LIVE IN DORMITORIES WITH HIGH SCHOOL STUDENTS. DO YOU CONSIDER YOU HAVE THE MATURITY TO COOPERATE SUCCESSFULLY IN THIS SITUATION? . WHAT IN YOUR BACKGROUND INDICATES THAT YOU HAVE THE SUFFICIENT FLEXIBILITY TO COPE WITH THIS SITUATION?
3. HAVE YOU HAD TEACHING EXPERIENCE? HAVE YOU TAKEN ANY PEDAGOGY COURSES? IF SO, GIVE DETAILS.
4. HAVE YOU BEEN A CAMP COUNSELOR? IF SO WHERE, WHEN, AND WHAT WERE YOUR JOBS THERE?
5. WHAT DO YOU CONSIDER TO BE YOUR ACADEMIC STRENGTHS AND WEAKNESSES? WHERE DO YOUR WRITING AND GRAMMAR SKILLS FIT INTO THIS CONTIUUM?
6. WHAT COLLEGE SUBJECTS DO YOU BELIEVE YOU ARE THE MOST PROFICIENT AT? WHAT SUBJECT WOULD YOU FEEL COMFORTABLE TEACHING?
7. GIVE EXAMPLES OF TIMES YOU HAVE GIVEN SPEECHES IN PUBLIC, OR HAVE TAKEN PUBLIC SPEAKING CLASSES.
8. LIST ANY EXPERIENCE YOU HAVE HAD IN THE PAST IN WORKING WITH CHILDREN AND HIGH SCHOOL STUDENTS.
9. WHAT OTHER TALENTS DO YOU HAVE? MUSICAL INSTRUMENT, SINGING, DRAMA, ART, ETC. GIVE EXAMPLES.

I CERTIFY THAT THE PRECEDING STATEMENTS ARE CORRECT AND TRUE.

SIGNATURE: \_\_\_\_\_

# Teaching Abroad Recommendation

Wittenberg University, acting as proxy for Yew Wah International School, does not discriminate on the basis of sex, race, color, creed, sexual orientation, national origin, or ethnic origin.

## RECOMMENDATION INSTRUCTIONS

*Please fill out information completely and type or print blue or black ink.*

DEAR FACULTY MEMBER,

THE EAST ASIAN INSTITUTE HEARTILY ENCOURAGES WITTENBERG STUDENTS TO EXPLORE THE POSSIBILITIES FOR STUDYING AND WORKING ABROAD. ANY OVERSEAS EXPERIENCES, EVEN TRAVEL, CAN BROADEN A PERSON'S OUTLOOK AND UNDERSTANDINGS. WORKING ABROAD ADDS A SPECIAL DIMENSION TO THIS KIND OF EXPERIENCE, HOWEVER, AND IT CALLS FOR DISTINCTIVE ATTRIBUTES:

MATURITY, INDEPENDENCE, AND ADAPTABILITY  
MOTIVATION AND PURPOSEFULNESS  
PREPARATION AND CAPACITIES APPROPRIATE TO SPECIFIC REQUIREMENTS OF THE WORKPLACE  
ABILITY TO FOLLOW RULES THAT MIGHT BE CULTURALLY DIFFERENT  
WILLINGNESS TO WORK LONG AND HARD

THE DIFFICULTIES OF LIVING AND WORKING ABROAD AS A TEACHER AND CAMP COUNSELOR MAKE IT VERY IMPORTANT TO SELECT PARTICIPANTS ON THE BASIS OF ACADEMIC ABILITY, PERSONALITY, EXPERIENCE, AND EMOTIONAL STABILITY.

WE WOULD APPRECIATE YOUR FRANK EVALUATION OF THE APPLICANT WHOSE NAME APPEARS ON THIS RECOMMENDATION FORM. WITH THIS IN MIND, PLEASE TRY, WHEN POSSIBLE, TO INCLUDE THE ABOVE CAPABILITIES IN YOUR EVALUATION.

PLEASE RETURN THIS RECOMMENDATION TO THE THOMAS KAISER, RECITATION 206.

THANK YOU FOR YOUR COOPERATION.

THOMAS KAISER  
DIRECTOR  
EAST ASIAN INSTITUTE, AND PROXY FOR YEW WAH INTERNATIONAL SCHOOL OF SHANGHAI

# Teaching Abroad Recommendation

Wittenberg University, acting as proxy for Yew Wah International School, does not discriminate on the basis of sex, race, color, creed, sexual orientation, national origin, or ethnic origin.

## RECOMMENDATION FORM

*Please fill out information completely and return to the Office of International Education.*

STUDENT NAME: \_\_\_\_\_ PROGRAM APPLYING FOR \_\_\_\_\_

I UNDERSTAND THAT THIS DOCUMENT WILL BE USED ONLY FOR THE PURPOSE OF EVALUATING MY QUALIFICATIONS FOR TEACHING ABROAD, AND WILL BECOME PART OF MY APPLICATION FILE. RELEASE OF THIS INFORMATION IS CONTROLLED BY THE FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974 AND I HEREBY WAIVE MY RIGHT OF ACCESS TO THIS RECOMMENDATION.

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

1. HOW LONG, AND IN WHAT CAPACITY, HAVE YOU KNOWN THE APPLICANT?
2. HOW WOULD YOU ASSESS THE APPLICANT'S MATURITY, MOTIVATION, WORK ETHIC, AND EMOTIONAL STABILITY?
3. HOW WELL WOULD YOU EXPECT THE APPLICANT TO ADAPT TO THE PRESSURES AND RESPONSIBILITIES OF TEACHING AND LIVING ABROAD IN UNFAMILIAR SURROUNDINGS?
4. HOW WELL DO YOU BELIEVE THIS STUDENT COULD ACT AS A LEADER OF CHILDREN, BOTH IN A CLASSROOM AND IN A CAMP SETTING? IS THIS STUDENT A LEADER, A FOLLOWER, OR AN INDEPENDENT SPIRIT? GIVE EXAMPLES, IF POSSIBLE.
5. HOW DO YOU RECOMMEND THIS APPLICANT TO THE PROGRAM?  
\_\_\_\_\_ WITHOUT RESERVATION          \_\_\_\_\_ WITH RESERVATION  
\_\_\_\_\_ DO NOT RECOMMEND THIS APPLICANT TO THE PROGRAM
6. CAN YOU ADD ANY OTHER COMMENTS THAT MIGHT CONTRIBUTE TO OUR IMPRESSION OF THE APPLICANT? USE OTHER SIDE OF PAPER IF NECESSARY

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_

TELEPHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

# Teaching Abroad Recommendation

Wittenberg University, acting as proxy for Yew Wah International School, does not discriminate on the basis of sex, race, color, creed, sexual orientation, national origin, or ethnic origin.

## RECOMMENDATION INSTRUCTIONS

*Please fill out information completely and type or print blue or black ink.*

DEAR FACULTY MEMBER,

THE EAST ASIAN INSTITUTE HEARTILY ENCOURAGES WITTENBERG STUDENTS TO EXPLORE THE POSSIBILITIES FOR STUDYING AND WORKING ABROAD. ANY OVERSEAS EXPERIENCES, EVEN TRAVEL, CAN BROADEN A PERSON'S OUTLOOK AND UNDERSTANDINGS. WORKING ABROAD ADDS A SPECIAL DIMENSION TO THIS KIND OF EXPERIENCE, HOWEVER, AND IT CALLS FOR DISTINCTIVE ATTRIBUTES:

MATURITY, INDEPENDENCE, AND ADAPTABILITY  
MOTIVATION AND PURPOSEFULNESS  
PREPARATION AND CAPACITIES APPROPRIATE TO SPECIFIC REQUIREMENTS OF THE WORKPLACE  
ABILITY TO FOLLOW RULES THAT MIGHT BE CULTURALLY DIFFERENT  
WILLINGNESS TO WORK LONG AND HARD

THE DIFFICULTIES OF LIVING AND WORKING ABROAD AS A TEACHER AND CAMP COUNSELOR MAKE IT VERY IMPORTANT TO SELECT PARTICIPANTS ON THE BASIS OF ACADEMIC ABILITY, PERSONALITY, EXPERIENCE, AND EMOTIONAL STABILITY.

WE WOULD APPRECIATE YOUR FRANK EVALUATION OF THE APPLICANT WHOSE NAME APPEARS ON THIS RECOMMENDATION FORM. WITH THIS IN MIND, PLEASE TRY, WHEN POSSIBLE, TO INCLUDE THE ABOVE CAPABILITIES IN YOUR EVALUATION.

PLEASE RETURN THIS RECOMMENDATION TO THE THOMAS KAISER, RECITATION 206.

THANK YOU FOR YOUR COOPERATION.

THOMAS KAISER  
DIRECTOR  
EAST ASIAN INSTITUTE, AND PROXY FOR YEW WAH INTERNATIONAL SCHOOL OF SHANGHAI

# Teaching Abroad Recommendation

Wittenberg University, acting as proxy for Yew Wah International School, does not discriminate on the basis of sex, race, color, creed, sexual orientation, national origin, or ethnic origin.

## RECOMMENDATION FORM

*Please fill out information completely and return to the Office of International Education.*

STUDENT NAME: \_\_\_\_\_ PROGRAM APPLYING FOR \_\_\_\_\_

I UNDERSTAND THAT THIS DOCUMENT WILL BE USED ONLY FOR THE PURPOSE OF EVALUATING MY QUALIFICATIONS FOR STUDY ABROAD, AND WILL BECOME PART OF MY APPLICATION FILE. RELEASE OF THIS INFORMATION IS CONTROLLED BY THE FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974 AND I HEREBY WAIVE MY RIGHT OF ACCESS TO THIS RECOMMENDATION.

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

1. HOW LONG, AND IN WHAT CAPACITY, HAVE YOU KNOWN THE APPLICANT?
2. HOW WOULD YOU ASSESS THE APPLICANT'S MATURITY, MOTIVATION, WORK ETHIC, AND EMOTIONAL STABILITY?
3. HOW WELL WOULD YOU EXPECT THE APPLICANT TO ADAPT TO THE PRESSURES AND RESPONSIBILITIES OF TEACHING AND LIVING ABROAD IN UNFAMILIAR SURROUNDINGS?
4. HOW WELL DO YOU BELIEVE THIS STUDENT COULD ACT AS A LEADER OF CHILDREN, BOTH IN A CLASSROOM AND IN A CAMP SETTING? IS THIS STUDENT A LEADER, A FOLLOWER, OR AN INDEPENDENT SPIRIT? GIVE EXAMPLES IF POSSIBLE.
5. HOW DO YOU RECOMMEND THIS APPLICANT TO THE PROGRAM?  
\_\_\_\_\_ WITHOUT RESERVATION      \_\_\_\_\_ WITH RESERVATION  
\_\_\_\_\_ DO NOT RECOMMEND THIS APPLICANT TO THE PROGRAM
6. CAN YOU ADD ANY OTHER COMMENTS THAT MIGHT CONTRIBUTE TO OUR IMPRESSION OF THE APPLICANT? USE OTHER SIDE OF PAPER IF NECESSARY

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_

TELEPHONE \_\_\_\_\_ EMAIL \_\_\_\_\_