



**Spanish Visiting Teacher Program Application Timeline & Checklist**  
**SY 2020-2021**

**Timeline**

- March 20, 2020..... Applications and Assurances are due for priority consideration**
- April 27- May 1, 2020..... Candidates interviewed by IDOE**
- May 6, 2020..... Schools are notified of candidates**
- May 11 – May 22, 2020..... School teams interview candidates via Skype**
- May 22- 29, 2020..... Confirmation by to/from school/district about candidate**
- June 2020..... J-1Visa application/processing**
- Early July 2020..... Orientation of teachers in Spain**
- Mid-Late July 2020..... Arrival of visiting teachers**

**Checklist**

Please review the following before sending in your application:

- Completed application form, signed and dated by the proper district/school officials
- Signed program assurances document
- Copy of your school or district’s salary schedule for teachers for the 2019-2020 school year.
- 2020-2021 School Calendar
- Optional: Brochures/handouts about the school or district that can be shared with the visiting teacher and to provide background about community culture. (This will assist in better match of teacher with district and position.)

**Please email the application, assurances, salary schedule, and SY 2020-2021 calendar to:**

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