

**Confucius Institute Chinese Language and Culture
Teacher Bursary Program**

**Alberta School Boards Association for Language Education
(ASBALE)**

Confucius Institute ASBALE Language & Culture Teacher Bursary Program

This Confucius Institute ASBALE Chinese Language and Culture Bursary Program was created by an endowment to ASBALE from the Confucius Institute in Edmonton. It was established so teachers who are from ASBALE member school jurisdictions may develop their Chinese language proficiency through an education immersion experience, and to help Alberta jurisdictions enhance their language teaching capacity.

The bursary will enable the successful applicant to access a four week program of study at a Chinese University and allow for exposure to current Chinese language pedagogy for second language learners. The bursary will cover tuition, meals and accommodation for one month. The Confucius Institute in Edmonton will provide administrative arrangements for the program. The successful recipient will be informed by the Institute of the administrative contact person and will be provided with the program details and regulations surrounding allowable expenses.

Current Teacher Eligibility Criteria

The applicant must:

- Be employed in a teaching position with an ASBALE member school jurisdiction
- Have been teaching for a minimum of one year by the end of the current school year
- Demonstrate a background in language learning, or have recently initiated the learning of the Chinese language, and
- Be willing to take part in a 4 week summer study program in China

Selection Procedure

A Selection Committee will select recipients based upon:

- The submitted documents from the teacher providing the reason for their application and their goals in taking part in the study program.
- Letters of reference from the school jurisdiction and school administration.

Application Procedures

Submit the completed original application form and supporting documents to your school jurisdiction office for endorsement. Once endorsement has been given, the school authority will forward your application to ASBALE. School Jurisdiction must mail applications to ASBALE by March 11th. **Consequently, submit your application to the School Jurisdiction well in advance to give them sufficient time to meet the March 11th submission dead-line.**

The Selection Committee will base its decision using all of the above requirements. All decision will be final.

Selection Committee Composition

The Selection Committee will be composed of three trustees as selected by ASBALE, the ASBALE President as ex-officio and non-voting and will include one non-voting representative from the Confucius Institute in Edmonton.

**ASBALE CHINESE LANGUAGE AND CULTURE
TEACHER BURSARY APPLIATION**

Personal Information

Name: _____
Email Address: _____ Telephone Number: _____
Mailing Address: _____
School Jurisdiction: _____
Number of Years of Training: _____

Please note: Scholarships, fellowships and bursaries are tax exempt, however, please contact the Canada Revenue Agency for details on the reporting requirement and tax treatment of income from these sources.

Additional Supporting Documents

1. Statement of Intent

Attach a statement (one page maximum) explaining your reasons for taking the program.

- a. How will this particular program;
 - i. benefit your current/future employment as a language teacher in Alberta.
 - ii. fit into your professional development/growth plan?
- b. How you plan to share this knowledge with colleagues?

2. Professional Development Summary

Attach a brief summary outlining all relevant professional development you have completed in the last five years or since you have been teaching beginning with your recent efforts to enhance/develop:

- a. Skills in this language
- b. Pedagogical and/or leadership skills in the area of language teaching

Teaching Experience

List the primary courses/grade level(s) you have taught in the last two years or since you started teaching beginning with your current teaching assignment.

Course Name: _____

Grade Level: _____ School Year: _____

Description: _____

Course Name: _____

Grade Level: _____ School Year: _____

Description: _____

**ASBALE CHINESE LANGUAGE AND CULTURE
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Language Learning

List your formal language learning e.g. language courses, program, degree(s) completed, etc.:

Courses/Program Offered by

Year: _____

Check all that apply:

- New to second language teaching
- Returning to teach a language after some time
- New to learning this language
- A fluent speaker

Language Background

Provide a recent HSK Chinese language proficiency measure;

OR

Indicate your proficiency level in Chinese using the Self Assessment Grid in Tables 2 & 3 of the Common European Framework of Languages:

www.coe.int/t/dg4/linguistic/source/Framework_EN.pdf

Reading: _____

Writing: _____

Speaking: _____

Listening: _____

**ASBALE CHINESE LANGUAGE AND CULTURE
TEACHER BURSARY APPLIATION**

Declaration of Applicant

I HAVE READ THE INSTRUCTIONS, AND DECLARE THAT:

1. I have answered all questions applicable to me and that all information is true and complete.
2. I understand if successful in being awarded this Bursary I will be responsible for making all travel arrangements and for covering all associated costs including but not limited to travel documentation requirements, medical and travel insurance.
3. I propose to take the 4 week summer study program as awarded.
4. I will notify ASBALE should I withdraw from studies
5. I agree to allow my name, home town, program information, school and jurisdiction to be released to the media if I receive the bursary.

Signature of Applicant

Date

**ASBALE CHINESE LANGUAGE AND CULTURE
TEACHER BURSARY APPLIATION**

SCHOOL JURISDICTION ENDORSEMENT – Part 1

To be completed by Applicant's current Supervision Administrator. Applicants are responsible to ensure their application reaches their school authority key contact/Superintendent in sufficient time to allow for review of the application package and submission to ASBALE by the **March 11th dead-line**.

Applicant Information

Name of Applicant: _____

How long has this applicant been under your supervision? _____

What language programs/projects/initiatives has this applicant led or assisted with while under your supervision? _____

This school needs (check the most appropriate): This applicant is (check one)

___ a lead/master teacher in this language

___ a lead/master teacher in the chosen language

___ this teacher to refresh/enhance skills

___ a teacher returning to teaching language

___ a teacher for this second language

___ new to teaching this language

___ new to language education

How will students in your school benefit from the applicant's experience?

How will this summer language and culture program fit into this teacher's professional development plan and how will it fit into your school's language plan?

Name and Position of Supervisor (please print)

Signature

Date

Name of School: _____ School Location: _____

School Jurisdiction Contact: _____ Phone Number: _____
(please print)

**ASBALE CHINESE LANGUAGE AND CULTURE
TEACHER BURSARY APPLIATION**

SCHOOL JURISDICTION ENDORSEMENT – Part 2

To be completed by Applicant's Superintendent or Designate (Key Contact named in Part I)

Applicant Information

Name of Applicant: _____

This applicant's participation in the described Chinese Language Program will support the school authority's language plan by (check the appropriate statement(s):

- enhancing the Chinese language expertise already available in the district
- beginning to develop district language expertise in Chinese
- providing much needed leadership to this school jurisdiction
- meeting a staffing need through development of this teacher's Chinese language skills
- beginning the process of developing language programming

How will the experience and skills acquired by this applicant participating in this particular program benefit the school authority?

What is important for the ASBALE Selection Committee to know about;

- this applicant?
- the Chinese language staff needs of your school jurisdiction?
- other key consideration(s)?

Superintendent's Name or Designee's Name & Position (Please Print)

Signature

Date

Mail to: (application must be received by March 11th)

**ASBALE
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Calgary, Alberta, T1Y 6Y2
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