

**APPLICATION FOR CURRICULUM WRITER**

*Teaching Brazil K-12 Teacher Institute*  
July 7- July 17, 2018

**A. All application materials must be submitted to the following address no later than 5:00pm on February 26, 2018:**

Denise Woltering Vargas  
Stone Center for Latin American Studies  
100 Jones Hall, Tulane University  
New Orleans, LA 70118  
(P) 504.862.3143 | (F) 504.865.671  
crcrts@tulane.edu

**B. Please review the following checklist before submitting your application and sign below:**

Enclosed are the following documents:

- Completed application form
- Statement of Purpose
- CV/Resumé
- Two (2) recommendation letters enclosed or submitted via mail/email (include names below)
  - \_\_\_\_\_
  - \_\_\_\_\_
- Sample Lesson Plan (any subject)

I understand that it is my responsibility to ensure the delivery of any documents missing at the current time in order for my application to be considered. Notification of selection as CURRICULUM WRITER will be made by February 28, 2018. If selected, you must provide written confirmation of commitment by March 5 or your spot will be given to the next applicant.

**APPLICANT SIGNATURE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

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

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**BACKGROUND**

**Institutional Affiliation:** \_\_\_\_\_

**Institution Address:** \_\_\_\_\_

**Grade Level(s) Taught:** \_\_\_\_\_

**Subject(s) Taught:** \_\_\_\_\_

**Although Portuguese is not required for this program, please indicate your level of experience with the language (circle one).**

**No experience**

**Basic**

**Intermediate**

**Fluent**

**Please describe any professional development, workshop, course, or study abroad that is relevant to this program (e.g. Spanish, Latin American studies, history, etc.).**

**How did you hear about this program?**

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**STATEMENT OF PURPOSE**

Please describe, in a paragraph or two, why you are applying to this program and how you intend to incorporate the experience into your teaching. Be sure to also include your particular interest in Latin America.

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**LETTER OF RECOMMENDATION 1 of 2**

**Instructions for the student applicant:**

Please write your name in the space provided below before giving this form to the person who is recommending you. Please make sure to have at least one recommendation letter from a colleague at your school. The completed recommendation should be placed in a sealed envelope and returned with your application materials, or your recommender can send it directly to Denise Woltering Vargas in the Stone Center (100 Jones Hall) or via email ([crcrts@tulane.edu](mailto:crcrts@tulane.edu)). It is your responsibility to follow up with your recommenders to ensure the recommendation is delivered by the deadline.

**Applicant Name:**

**Instructions for the reference person:**

Please place your written recommendation in a sealed envelope and return it to the applicant, or send it to Laura Wise at the address or email below. This recommendation will remain confidential and will be used by the program staff only in its procedures relative to admission to the Tulane University Summer in Cuba program.

Denise Woltering Vargas, Senior Program Manager  
Stone Center for Latin American Studies  
100 Jones Hall, Tulane University  
New Orleans, LA 70118  
(P) 504.862.3143 | (F) 504.865.6719  
[crcrts@tulane.edu](mailto:crcrts@tulane.edu)

In your recommendation, please address the following:

- How long and in what capacity have you known the applicant?
- What are the applicant's qualifications for this particular program?
- Comment on the applicant's teaching.
- Comment on attributes such as motivation, collaboration, and adaptability.

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### LETTER OF RECOMMENDATION 2 of 2

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