

American Language Institute

Non-Credit Instructor Application

Personal Information

Name			Phone Number
Address			Email
Are you presently eligible to work in the United States?	🗆 Yes	s [□ No

Academic History (Please include degrees in progress)

Degree or Certificate Awarded	Date completed or expected
	Degree or Certificate Awarded

Teaching Experience

School Name and Location	Courses Taught- Please include subject and level	Dates	

Other relevant work experience

Employer	Title and Duties	Dates		

Professional and Academic Accomplishments

Teaching Interests

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•	When are you available to teach at the ALI?	
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- □ Fall □ Spring □ Summer
- □ Mon/Wed □ Tues/Thurs □ No Preference
- □ Morning □ Afternoon □ No Preference
- What type of courses you would prefer to teach (A complete list of courses is available at the ALI)

No preference	□ Writing	□ Reading	🗆 Speaki	ng 🗆 Listening	
	🗆 Grammar	Vocabulary	🗆 Techno	ology 🗆 Elective:	
Which levels would you prefer to teach?					
No preference				Intermediate Low	
□ Intermediate Mid □ Inte		ermediate High		□ Advanced	

How many 3-hour courses would you be available to teach? ______

References

Please list three professional references

Name	Phone Number	Email Address	Relationship to Applicant (Professor, Employer, etc.)

Background

If you are a current IUP international student, do you have other employment at IUP?
Ves
No

If you are an IUP international student approaching graduation, will you be using Optional Practical Training for this position?

Yes
No

I certify that all statements made by me on this application and any supporting material provided are true and correct to the best of my knowledge and belief, and are a full and complete disclosure. I agree that if employed, any misrepresentation or falsification regardless of when discovered, shall justify my dismissal. I authorize IUP to investigate all statements made on this application and to contact my previous employers and the references listed.

Signature _____

In addition to this form, applicants must submit a resume or CV and cover letter. Supporting documents such as sample syllabi and previous course evaluations from students and supervisors may also be submitted with the application.

Committed to excellence through diversity, IUP is an equal opportunity employer M/F/H/V and is a proud member of the Pennsylvania State System of Higher Education.

All offers of employment are subject to and contingent upon confirmation of work eligibility and satisfactory completion of all pre-employment background checks.