



NATIONAL CONSORTIUM FOR TEACHING ABOUT ASIA

APPLICATION PACKET

For

NCTA Field Study Opportunities in East Asia -- Summer 2012

For NCTA alumni in the states of:

Kansas, Oklahoma, Texas, Mississippi, Arkansas, Tennessee, Florida, Georgia, North Carolina, South Carolina, New Jersey, and New York (lower)

Application Deadline;

February 6, 2012

**Applications must be submitted in triplicate and by mail.
(Faxed and emailed applications are not accepted)**

Please return the form to:

Your state NCTA office (contact information is on your state website)

Or the Columbia University study tour coordinator:

**Karen Kane
Weatherhead East Asian Institute
420 West 118th Street, Room 903A,
Mail Code 3333
New York, NY 10027
Kak13@columbia.edu**

APPLICATION INFORMATION

NCTA Field Study Opportunities in East Asia -- Summer 2012

For NCTA alumni in the states of:

Kansas, Oklahoma, Texas, Mississippi, Arkansas, Tennessee, Florida, Georgia, North Carolina, South Carolina, New Jersey, and New York (lower)

Dear NCTA Alumni:

If you wish to participate in any of the Field Study opportunities offered below -- please complete the application form attached and return your completed application to the your site administrator or Karen Kane (address on the cover) **by Monday, February 6, 2012.**

Please consult the list of itineraries on page 4 and check ONLY ONE option.

We believe that we will be able to accommodate everyone accepted for travel in his or her choice. If you are accepted for travel, but we find we are unable to accommodate you in your first choice, we will contact you and offer you another choice.

IF you have traveled previously on a NCTA Study Tour, you are NOT eligible to apply in 2012.

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Study Tour Goals

The goal of the Study Tour experience is to provide individual educators with professional development opportunities that will help expand their understanding of East Asia. As professional development opportunity for educators, the Study Tour is designed to provide a pivotal experience. It is the culmination of a period of classroom study (NCTA seminar) during which educators have acquired new professional expertise on East Asia. The Study Tour provides them with a practical experience helpful in utilizing this new expertise. The Study Tour will prepare educators to strengthen curriculum on East Asia in their school districts.

Study Tour Itinerary

Please see a complete list of itineraries below.

Study Tour participants will visit cities relevant to the study of traditional and contemporary East Asia. Travel will be by air, train, and bus. Lodgings will be modest.

****Note:** The itinerary for this Study Tour is physically demanding. There will be a great deal of walking. Temperatures can reach 95+ degrees in some places. Participants will often be responsible for carrying their own luggage, in some cases up several flights of stairs. If you have any questions about your own physical condition for participating in this program we strongly recommend that you check with your physician as soon as possible. For those who are not used to regular exercise or a rigorous physical regimen, now is the time to start getting yourself in shape!

Study Tour Prerequisites

- 1) A. Completed a NCTA seminar in your state.
OR
B. Earned a minimum of 3 CEUs in NCTA on-line mini-courses
- 2) Taught full-time for two years.
- 3) Currently teaching or supervising curriculum areas with significant Asia content.
- 4) Plan to teach or supervise full-time for the academic year following the Study Tour.
- 5) IF you have traveled previously on a NCTA Study Tour, you are NOT eligible to apply in 2012.

Itineraries & Dates:

- **China - Korea: June 8 -- June 24, 2012**
Cost: (\$1500 and \$150 in cash for tip fund)
China: Shanghai, Suzhou, Xi'an, Beijing
Korea: Seoul, DMZ, Kyongju, Haeinsa Temple stay
- **China (the Silk Road): July 1-- July 17, 2012**
Cost: (\$2000 and \$150 in cash for tip fund)
Beijing, Xi'an, Dunhuang, Turpan, Urumqi, Hotan, Kashgar, Shanghai

All participants are required to gather in their departure city, Chicago, the day before departure for an orientation meeting. Hotel accommodations will be arranged and paid for by NCTA. Participants are responsible for transportation to gateway/departure city (Chicago).

- ***Optional Japan Extension: July 18-22 Kyoto, Nara, Tokyo***
The cost of the optional extension is an additional \$2400 which includes travel from China to Japan and the return to the US gateway city, individual visas for China, and specified land costs for Japan (two dinners and all lunches and breakfasts, entrance fees, and transportation). Two NCTA leaders, both Japan specialists, will accompany the group. The cost is based on ten participants in shared rooms with a single supplement of \$250; we will not require payment or confirm until we have ten participants confirmed.

Japan is an optional extension of the China-Silk Road Tour (NCTA is making the tour arrangements and paying the expenses of the Japan NCTA leaders, but all other expenses for the Japan extension will be paid for by the participants in advance with checks made out to Chinasmith, Inc.)

Fees:

1. **Fund for Teachers:**
 - a. Applicants from the cities of Houston, Atlanta, and the states of Oklahoma, Louisiana, and Mississippi must submit evidence that they have applied to the Fund for Teachers for funding to support their participation in the program. FFT deadline is January 27, 2012.
 - b. All others must certify that their school district is not eligible for this funding. If an applicant's school is eligible to receive Fund for Teachers support, that applicant must be willing to apply as "a" above.
(Click on your state at Fund for Teachers: Apply at <http://www.fundforteachers.org/apply.html>)
2. Participants who are not eligible for Fund for Teacher fellowships are responsible for:
 - a. co-payment for participation based on study tour/countries chosen
 - b. a \$150 in cash contribution to the "tip fund" at the time of travel.

3. Participants who are eligible to apply for, and who subsequently receive, Fund for Teachers fellowships, www.fundforteachers.org, are responsible for:
 - a. \$4,000 co-payment for participation a \$150 in cash contribution to the “tip fund” at the time of travel (This does not include costs of the Japan extension.),
 - b. *** Participants eligible for Fund for Teachers must submit copies of their applications to FFT to us, and they must notify NCTA of the action FFT takes on their applications NCTA will, in turn, make certain to notify FFT that you have been accepted to participate in our program. This should strengthen your application to FFT.*
4. All applicants must also arrange their own travel to and from the departure city in the U.S.
5. Applicants are urged to approach their school districts and local civic clubs for travel support to cover the costs mentioned above.

Professional Development Credit:

Following the conclusion of the field study programs, all participants will receive a letter certifying their participation in 25 hours of professional development for each field study program in which they participated.

Conditions of Participation

- 1) All participants must assume responsibility for obtaining and bear the costs of obtaining immunizations, passport, and photos for special visas, if necessary.
- 2) Prior to departure, all participants are required to submit \$1500 - \$2000 (depending on the study tour/countries chosen) for participation in the Study Tour. Checks should be made payable to the agent, **Chinasmith, Inc.** This will help defray the cost of airfare and in-country expenses. Other program costs (including roundtrip travel from the United States, domestic travel within the country visited, lodging, most meals, entry tickets, and program costs) will be covered by NCTA. **Fund for Teachers recipients will submit differently.**
- 3) All participants are required to participate in an on-line pre-trip discussion board
- 4) All participants are required to participate in a follow-up on-line discussion board
- 5) **Participants will be responsible for arranging their flights to the exit city (usually Chicago and O’Hare Airport) for the pre-trip orientation. Pre-trip hotel accommodations will be arranged by Chinasmith, Inc. and paid for by NCTA.**

2012 Study Tour Timeline:

- February 6, 2012 Application deadline
Three signed copies of the application to be submitted.
Faxed and e-mailed applications will not be accepted.
- February 20, 2012 Notification of candidates
- March 2, 2012 (1) Notification of acceptance by candidates
(2) Deadline for receipt of travel deposit (checks are made out to **Chinasmith, Inc.** and mailed to study tour coordinator, Karen Kane (address on cover)
Those teachers who have applied for FFT should send in an acceptance letter by March 1 but may postpone sending their check until after they have heard from FFT on April 1, 2012.
Checks for the Japan extension will be due in full April 1 made out to **Chinasmith, Inc. and mailed to Karen Kane.**
- Karen Kane will email everyone receipts for the travel deposits and “tip fund”.**
- April 1 – June 1, 2012 Participation in pre-trip Discussion Board
- April 1, 2012 (1) Deadline for submission of proof of international health insurance
(2) Mail Xerox of passport pages to Karen Kane at Columbia University. Those travelers needing individual visas must mail their passport, with completed visa application and passport-size photos to **Chinasmith, Inc. If you are planning a trip requiring a passport, you should notify Karen Kane.**
- See schedule Tentative Study Tour Dates (Participants must bring \$150 in cash for the “tip fund” to be collected at the orientation meeting in the departure city.)
- August 1 – October 1 Participation in post-study tour Discussion Board. All travel information including flights, itineraries, contact information, and hotels will be posted on the Discussion Board.

APPLICATION FORM
Cover Sheet

Name: _____

State: _____

Email address: _____ Telephone: _____

Are you eligible to apply for support from *Fund for Teachers*: _____ YES _____ NO

Have you traveled in Asia before?

If yes, please list countries and years:

Please circle the study tour program you are interested in joining in Summer 2012:

Itineraries & Dates:

- **China - Korea: June 8 -- June 24, 2012**
Cost: (\$1500 and \$150 in cash for tip fund)
China: Shanghai, Suzhou, Xi'an, Beijing
Korea: Seoul, DMZ, Kyongju, Haeinsa Temple stay
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Beijing, Xi'an, Dunhuang, Turpan, Urumqi, Hotan, Kashgar, Shanghai
 - ***Optional Japan Extension: July 18-22 Kyoto, Nara, Tokyo***
Cost: an additional \$2400 and \$40 in cash for tip fund
-

Information Page

Name _____

Location of NCTA seminar and year: _____

OR

Titles of Online Seminars and dates: _____

(total credit must equal 3 CEUs)

Date (year) _____

Social Security Number _____

Home Address _____

Home Telephone _____

School _____

School Address _____

School Telephone _____

School Fax _____

E-mail Address _____

Have you taught full time for a minimum of 2 years? yes no

Do you currently teach about China or Japan? _____

Teaching Discipline _____

I have worked at the following schools (include addresses and dates of employment):

_____ Dates _____

_____ Dates _____

_____ Dates _____

Do you have a valid U.S. Passport? _____

(Those who do not have a passport and are accepted to the program should be prepared to apply for a passport immediately upon acceptance.)

Do you have any medical conditions relevant to arduous travel?

Agreement Page

I have carefully read and considered the description of the NCTA Study Tour information entered on the Information Page is true, correct and complete.

I certify that I meet the following prerequisites for participation:

- have successfully completed at least one semester-long course sponsored by NCTA or earned 3 CEUs with NCTA online courses
- have taught full-time for a minimum of 2 years;
- currently teach full-time or supervise a curriculum area related to East Asia;
- am physically and mentally fit to undertake an extremely arduous three-week travel and study tour in China, Japan, Korea and/or Vietnam.

If selected to participate, I agree:

Prior to the Study Tour:

- to contribute \$1500-\$2000 (depending on study tour) for participation in the Study Tour by March 2, 2012. Checks should be made payable to **Chinasmith, Inc.** Those teachers who have applied for FFT should send in an acceptance letter by March 6, but may postpone sending their check until after they have heard from FFT on April 1, 2012. (checks for the Japan extension should also be mailed at this time to Chinasmith, Inc.)
- to assume responsibility for obtaining and to bear the costs of obtaining all immunizations, passport, and visa photos by April 1, 2012 (Chinasmith will obtain group or individual visas;
- proof of international health insurance by April 1, 2012;
- to participate in a pre-trip discussion board from March – June; and
- to contribute \$150 **in cash** at the orientation meeting.

During the Study Tour:

- to participate in all scheduled activities and to remain with the group until completion of the Study Tour except in the case of emergency.

Following the Study Tour:

- to enhance the study of East Asia in my classroom and/or school district;
- to present an informational staff-development program for colleagues in your school district, following the trip, on resources and class materials related to the study tour experience.
- to participate in a post-trip discussion board

Applicant's Signature

Date

Print Name

I verify the above information is correct:

Principal or Supervisor

Date

Print Name

Supporting Documents

Please attach additional pages for the following:

1) A one-page statement indicating:

- a. how the study tour experience you have selected will benefit the course(s) you currently teach;**
- b. how you will reach other colleagues in your school system with materials and/or information on Asia as a result of your experience.**

Please include any of the following: What do you view as your personal educational mission? How do you see your participation in the Study Tour as part of your personal mission? (Include also, if appropriate, some information about your professional background, your goals as a teacher, any professional organization you are involved in and the capacity of your involvement. Give details about the professional development workshops you have given in your school and the areas in which you have developed curriculum.)

2) Principal's or supervisors signature on your Agreement page verifying that the information is correct

3) Passport Information

Most governments in Asia require that all travelers have passports that are valid for six months following the date of return from their country. We request all applicants to submit a photocopy of the first page of their passport. (If you don't have a passport, please be sure to tell us in your application.). Visas will be obtained for you by our travel agent after you have submitted your acceptance letter and check.

4) Optional (but recommended): Recommendation letter(s) from a colleague(s) familiar with your work. No more than two, please.

Application Check List

The completed application (in triplicate) must be received by your local NCTA office **by February 6, 2012**. Completed applications include the following:

- _____ Cover Page, with selection of Itinerary
- _____ Information page
- _____ Agreement page, endorsed by principal
- _____ Applicant's personal education mission essay
- _____ Photocopy of the first page of your passport
- _____ (Optional) Letter of recommendation from colleague(s)

**Remember three signed copies of the application must be submitted by the deadline

**Remember to keep a duplicate copy of the application for your files.

**Please contact your local NCTA site with questions or Karen Kane, the study tour coordinator:

Your NCTA state site administrator

or

Karen Kane

Weatherhead East Asian Institute

420 West 118th Street, Room 903A

Mail Code 3333

New York, NY 10027

Kak13@columbia.edu

Tel: 212-854-9007