

**INDIANA UNIVERSITY GLOBAL GATEWAY FOR TEACHERS  
REGISTRATION FOR OVERSEAS STUDENT TEACHING**

**1 - Placement Information Sheet**

**Record all dates as month (spell out), day, and year.**

First and last name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Permanent address: \_\_\_\_\_

City / state / zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Gender: \_\_\_\_\_

E-mail: \_\_\_\_\_

Country choice: \_\_\_\_\_

Number of weeks **in overseas school**  
(not counting school breaks): \_\_\_\_\_

Tentative starting date **in school**: \_\_\_\_\_

Preferred ☐ Lower Elem. (4-7 yrs old)  
age group: ☐ Upper Elem. (8-11 yrs old)  
☐ Secondary (12-18 yrs old)

**Adhere your  
head and shoulders  
photograph here.**

Subject(s) (if secondary, or any additional  
placement details/requirements): \_\_\_\_\_

Accommodations: ☐ homestay ☐ bed and breakfast ☐ dormitory  
☐ no preference/other: \_\_\_\_\_

Do you have any particular needs that must be met? (e.g., health, allergies, dietary, mobility, etc.)

☐ yes ☐ no If yes, explain (or attach a statement of explanation):

**Note:** If needs are medically based, include an explanatory statement prepared and signed by a physician.

Do you smoke? ☐ yes ☐ no

Are you comfortable residing in a home with smokers? ☐ yes ☐ no

Registrant's signature and date: \_\_\_\_\_

Campus director's signature and date: \_\_\_\_\_

College/university: \_\_\_\_\_

Will you have completed all requirements for state certification as a teacher before beginning this overseas teaching experience? ☐ yes ☐ no

## 2 - Acknowledgement and Agreement of Student Responsibilities

In consideration of my overseas school placement through the IU Global Gateway for Teachers (Global Gateway), I, \_\_\_\_\_, a student of \_\_\_\_\_.

(student name) (institution name)

understand, acknowledge and agree to meet all of the following professional and financial responsibilities.

- 1) I understand that it is my responsibility to initiate and maintain consistent and professional communication with overseas school coordinators, and I agree to initiate communication with relevant school contacts identified in my placement letter, as soon as placement information is made available to me. Thereafter, I understand and agree that it is my responsibility to maintain e-mail or phone communication once every two weeks until I arrive at my overseas school placement site.
- 2) I also understand and agree that it is my responsibility to initiate and maintain consistent and respectful communication with homestay hosts, and I agree to initiate e-mail or phone communication with my hosts as soon as placement and contact information is made available to me. I understand that it is my responsibility to discuss with my hosts all details regarding my local accommodations, including but not limited to cost of room and board, schedule for paying rent, preferred method and currency for rent payment, number of meals that will be made available, facilities I will have shared access to, and any special accommodations I may require. I understand and acknowledge that it is not Global Gateway's responsibility to arrange any aspect of my homestay.
- 3) I also understand that I am responsible for paying for room and board for the entire length of my stay (including any holidays and breaks). I agree to pay my hosts for room and board on a weekly basis unless another payment schedule has been mutually agreed upon between myself and my hosts. I also agree to be responsible for and pay (or reimburse) my hosts for any and all incidental costs that may arise as a result of my direct actions during the course of my stay. Incidental costs include but are not limited to phone and internet bills. I understand and agree that it is my responsibility to pay in full any and all remaining payments due and remaining to hosts prior to my return to the United States.
- 4) I understand and acknowledge that it is my responsibility, from the outset, to ensure that the host nation consultant who has secured my placement is copied into any email correspondence that originates from me to my placement school or host family.
- 5) I understand and acknowledge that my failure to maintain adequate and appropriate communication with overseas school coordinators, host family or host nation consultant may result in the cancellation of my placement, at any point in time during the program.
- 6) I understand that I am choosing to participate in this program as a pre-service professional and I agree to comport myself with the highest degree of professionalism (including when using social media), to adhere to ethical standards, and to use cross-cultural sensitivity when

interacting with school administrators, faculty, pupils, parents, community members, and homestay hosts. Furthermore, I agree to comply with applicable laws in the country of my placement and to abide by the policies of the overseas school, including with respect to the disclosure of personally-identifiable student information. I further understand and acknowledge that my failure to do so may result in the cancellation of my placement at any point in time during the program.

- 7) **I acknowledge that I have *fully read and understand* the Booklet for Overseas Student Teaching, and will abide by the information, including procedures, expectations, and recommendations, contained herein.**

☐

Checking this box gives the Global Gateway permission to connect you, by e-mail, with other Registrants (student teachers), served by our program, who may be placed at your school and/or in your community.

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Student Name

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Date

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Student Signature

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Date

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Campus Director Signature

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Date

### 3 – Participant's Assumption of Risk, Release, and Indemnification for the Indiana University Global Gateway for Teachers

This Assumption of Risk and Release from Liability ("Release") pertains to activities to be undertaken by Student (identified below), in connection with his or her application to participate in Indiana University Global Gateway for Teachers, which facilitates the placement of student teachers in overseas student teaching experiences (herein the "Global Gateway").

I, \_\_\_\_\_ ("Student"), have applied to the Global Gateway for an overseas student teaching placement, and I hereby state that I have read and agree to the following:

1. I desire to undertake a student teaching placement in the foreign country and school as assigned by the Global Gateway, and my application and request to participate in the Global Gateway is wholly voluntary, and of my own choosing.
2. I understand that there are risks and hazards inherent in foreign travel and in living and working overseas, including risks arising from travel to and from a foreign destination, and to, from and within the particular placement country and school location I will be assigned, and I fully accept these risks. These risks may include, but are not limited to, such things as war, quarantine, civil unrest, public health risks, criminal activity, terrorism, exposure to communicable diseases, ill effects of unfamiliar food and water, incidents and risks that may arise due to language barriers and different customs and standards, incidents related to ground, air or water transportation, adverse weather conditions, accident, injuries or damage to property, other physical, mental, and emotional injury, and death.
3. In addition to the above risks, I understand that there may be risks associated with my particular placement country and school location, as well as with extra-curricular or recreational pursuits and independent travel and other activities that I may choose to engage in during my time in that location. Depending on the specific location assigned and activities involved, these risks may include, but are not limited to incidents related to travel, exposure to adverse weather conditions, sprains, broken bones, cuts, bruises, allergic reactions, drowning, entrapment, damage to property, and other physical, mental, and emotional injury.
4. I understand that the owners, officers, employees, or agents of any attraction, enterprise or vendor of which I take part or participate during the Global Gateway, the staff/employees of any hotel at which I stay, the staff/employees of any site I may visit, the other participants of the Global Gateway, and other third parties (collectively, "Third Parties"), are not the agents or employees of IU and that dangers may be caused by the negligent or intentional act(s) or omissions of such Third Parties. I understand that IU is not responsible for any injuries or property damage that may be caused by the acts or omissions of such Third Parties.
- 5.. I acknowledge and agree that I have been advised to consult the State Department Consular Information Sheets and Travel Warnings at <http://travel.state.gov> and the Centers for Disease Control (CDC) at <http://www.cdc.gov> with regard to the country in which I will be placed, and I have been strongly advised to continue to consult these sources, prior to and during my time abroad.
6. I acknowledge that the Global Gateway will not support travel to or through any country or area about which the State Department has issued a **travel warning** and I agree that I will not make any independent travel arrangements during the term of my placement that take me to, or through, any country or area about which the State Department has issued a travel warning. I acknowledge that my placement may be revoked if the Global

Gateway concludes that my placement country or particular location have become or may become dangerous.

7. I acknowledge and agree that I have read the information sheets prepared by the IU Office of Education Abroad on health and safety, which can be found at the following website: <https://abroad.iu.edu/planning/expectations/healthandsafety.html>.
8. I acknowledge that I am required to have adequate insurance before my departure, which should include accident, health, medical evacuation, and liability insurance.
9. I fully understand the above risks and the scope of the activities involved in placement through the Global Gateway, and I agree to assume the risks, including the risk of catastrophic injury or death.
10. I agree, on my own behalf and that of my heirs, successors, and assigns, to indemnify, hold harmless, release and forever discharge Indiana University, its Trustees, employees, agents, and cooperating institutions and their offices and agents (if any) from any and all claims, liabilities and expenses, including reasonable attorney's fees, for any injury, loss, or damage to personal property, including catastrophic injury or death, related to my participation in the Global Gateway, my overseas student placement, and any independent travel or activities in which I engage during my participation in the Global Gateway.
11. I understand and agree to respect and abide by the laws and customs of my placement country and my placement school, all Indiana University policies and rules including those embodied in the Code of Student Rights, Responsibilities and Conduct, and any and all other reasonable standards of conduct during my participation in the Global Gateway, and that any violations of these policies or rules may result in the imposition of sanctions as provided under the Code.
12. I agree that the interpretation and performance of this agreement shall be construed in accordance with the laws of the State of Indiana, and any litigation arising out of this agreement shall be venued in Monroe County, Indiana, and shall be governed by the laws of the State of Indiana.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (printed) \_\_\_\_\_

This statement must also be read and signed by a parent or legal guardian IF the applicant is a dependent student (i.e., has been, or could have been, claimed as a dependent on any tax return filed in the past two years, unless the student can show financial independence).

Check one: \_\_\_\_ I am an independent student; or \_\_\_\_ my parent's initials/signature are provided.

As the parent of the above named participant, I hereby acknowledge their participation in Global Gateway for Teachers. I have read the statements above and agree that I understand and assume the risks associated with the travel and experiences on behalf of the above named participant and that we will both be bound in all respects to the provisions set forth in this agreement.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's Name (printed) \_\_\_\_\_

**4 - AUTOBIOGRAPHY**  
**Please limit information to space provided.**

|              |              |
|--------------|--------------|
| <b>Name:</b> | <b>Date:</b> |
|--------------|--------------|

**Background Information (a personal history):**

**Hobbies and Interests:**

**Why I want to help children learn:**

**Why I want to have this overseas experience, and what I would particularly like to do/learn:**

## 5 – EXPERIENCES WITH YOUTH

Please limit information to space provided. Include dates for experiences listed.

|              |              |
|--------------|--------------|
| <b>Name:</b> | <b>Date:</b> |
|--------------|--------------|

Work with youth in school settings prior to departure for overseas school (for field experiences, include the number of practicum hours involved):

Work with youth in non-school settings prior to departure for overseas school:

## 6 - COURSE LISTING

This form takes the place of the transcript. List only professional educational courses and content courses in your major that you will have completed by the start of your overseas student teaching.

|              |              |
|--------------|--------------|
| <b>Name:</b> | <b>Date:</b> |
|--------------|--------------|

| List Courses by <u>Descriptive Title</u><br>If short on spaces, use a second page | Date Completed* |
|-----------------------------------------------------------------------------------|-----------------|
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\*List as month and year (abbreviations acceptable, Feb., Mar., etc.).

Updated 1/2025

## 6 - COURSE LISTING CONTINUED

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|--------------|--------------|
| <b>Name:</b> | <b>Date:</b> |
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\*List as month and year (abbreviations acceptable, Feb., Mar., etc.).

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## 6 - COURSE LISTING CONTINUED

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|--------------|--------------|
| <b>Name:</b> | <b>Date:</b> |
|--------------|--------------|

[illegible]

\*List as month and year (abbreviations acceptable, Feb., Mar., etc.).

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**7 - ADDITIONAL INFORMATION**  
**Please limit information to space provided.**  
**Avoid using abbreviations. Be descriptive.**

|              |              |
|--------------|--------------|
| <b>Name:</b> | <b>Date:</b> |
|--------------|--------------|

**General Employment:**

**Honors and Awards:**

**Memberships:**

**Other Volunteer Experiences:**