



MINISTERIO
DE EDUCACIÓN
Y FORMACIÓN PROFESIONAL



CONSEJERÍA
DE EDUCACIÓN
ACCIÓN
EDUCATIVA
EXTERIOR

LANGUAGE AND CULTURE ASSISTANTS PROGRAM IN SPAIN FOR FILIPINO CITIZENS - SCHOOL YEAR 2023-2024

GUIDELINES TO APPLY

The Spanish Ministry of Education and Vocational Training offers new Language and Culture Assistants positions in Spain for Filipino university students or graduates for the school year 2023-2024. Citizens interested may apply for the complete school year October 2023 to May or June 2024. The **Education Office of the Spanish Ministry of Education does not charge application fees** for any service related to the application process in this program. Please contact us if you receive any petition of fees for this service.

GENERAL INFORMATION

Participants in the program have the opportunity to live in Spain, start or improve their knowledge of the Spanish language and culture and take advantage of an internship experience in Spanish schools for their future, fostering and promoting intercultural understanding between citizens of Spain and the Philippines. Their main role is to **support the teacher of English** in primary or secondary education or in language schools.

At the same time, this program gives Spanish students the opportunity to study English language in depth and get to know the Filipino culture by interacting with English proficient speakers.

The regions in Spain that Filipinos can apply for will be posted when the annual call is published, presumably in January 2023. For reference purposes, the following Spanish regions were available for Filipinos for school year 2022-2023:

Aragón, Andalucía, Asturias, Cantabria, Castilla-La Mancha, Castilla y León, Comunidad Valenciana, Extremadura, Galicia, Islas Baleares, Islas Canarias, La Rioja, Madrid, Murcia, País Vasco, Ceuta y Melilla.

*Filipinos cannot apply for: **Navarra and Cataluña.***

I. REQUIREMENTS

- be Filipino citizens and **proficient in written and spoken English, residing in the Philippines**
- be a last-year university student of a Bachelor's Degree, or already in possession of a Bachelor's degree, a postgraduate student, or having completed a Master's degree or Doctorate
- be of sound mental and physical health and must have no limitations that would impair your ability to teach
- have a clear police record
- be eligible for a long-term student visa (for more information about visas, please refer to: [General Consulate Manila](#))
- **New Requirement:** To have some knowledge of **Spanish**. For 23-24 we are asking for a minimum knowledge of Spanish, equivalent to A1. Please be aware that some of the questions in your interview with the Education Advisor will be in Spanish. Kindly read the

information about this new requirement carefully:

Spanish requirement:

- a) If you are currently a **graduating student** in one of our partner universities (See “Procedure to apply. Stage 1” below), you should have Spanish as a subject during this school year 22-23. If you had Spanish previously in your university and cannot enroll in Spanish this year for whatever reasons, we strongly advise you to enroll in Instituto Cervantes for a 30-hour course, to refresh and improve your Spanish. Or try the next A1 DELE exam.
- b) If you are a **graduate** already from one of our partner universities, but you never studied Spanish before, you should enroll in Instituto Cervantes for 90 hours of Spanish, which should be completed preferably before the end of January 2023.
- c) If you are **applying via Instituto Cervantes**, you should have an **A2 DELE** certificate.
- d) If you are a **faculty member or a licensed teacher currently working** in an official school, please go to “Teachers in the Philippines” below.
- e) If you are applying in **Stage 2**, an **A1 DELE certificate** will be required.

PLEASE BE AWARE THAT for 24-25 batch, an A1 DELE certificate will be required from all candidates. (A2 DELE if you are applying via Instituto Cervantes)

II. MERITS AND ADDITIONAL QUALIFICATIONS

The following merits will also be taken into consideration:

- **Official Spanish Diplomas (DELE or SIELE)**
- Degrees or students of degrees related to Education
- Prior teaching experience
- Experience living, working, or studying overseas
- Knowledge of other languages in addition to English and Spanish
- Additional degrees other than those required to participate

III. TEACHING ASSISTANTS’ DUTIES AND RESPONSIBILITIES IN SPAIN

- a. The candidates selected will complete their duties as language and culture assistants, supporting the teaching of English under the supervision and guidance of a classroom teacher at schools
- b. The weekly requirement of the assistants is a minimum of 12 class hours (in Madrid and Comunidad Valenciana it could be up to 16 hours), all of which are spent assisting the classroom teacher
- c. The language assistant and the classroom teacher (or the institution’s head teacher or Principal) may agree upon other tasks such as attending meetings, giving talks and participating in extracurricular activities, such as field trips, school exchanges, school plays, concerts or sports carnivals
- d. The different local education authorities from each region will allocate each assistant in a primary school, secondary college or language school (adults)

IV. SPECIFIC CONDITIONS OF THE GRANT

- a. A monthly allowance of approximately 700€ (1000€ in Madrid and Comunidad Valenciana)
- b. Health Insurance in Spain.
- c. Initial training course at the beginning of the school year
- d. Official certification issued by Spanish educational authorities
- e. Paid school holidays: Christmas and Easter
- f. Lodging, transportation from and to the country of origin and meals are at the applicant’s

own expense

V. PROCEDURE TO APPLY

The **general official application process** will tentatively start in January 2023 until April (specific dates still to be announced) through the Spanish Ministry of Education website via PROFEX. For Filipinos that wish to apply, **an interview with the Education Advisor is mandatory before** submitting any applications through PROFEX. All the interviews will be online and some of the questions will be in Spanish. Information on how to apply through PROFEX will be published on our website after candidates have been interviewed. **No applications on PROFEX will be considered if the candidate has not passed this interview.**

Before the submission of applications through PROFEX, **the application process** for a position of language assistant in Spain for school year 2023-2024 will **consist of two stages:**

STAGE 1: Candidates from institutions that have partnered with the Spanish Ministry of Education and Vocational Training

Candidates of universities that have partnered with the Spanish Ministry of Education (Ateneo de Manila, University of Santo Tomas, University of the Philippines Diliman, De La Salle University, De La Salle College of St. Benilde, West Visayas State University and Xavier University - Ateneo de Cagayan) need to apply through their university (International/External Relations Office (Ateneo de Manila, DLSU, WVSU, XU), Spanish Section in the Modern/Foreign/European Languages Department (UST, UP Diliman) or Center for Academic Linkages (De La Salle – College of St. Benilde). They will be pre-selected by their universities in October. The pre-selected candidates will then be interviewed by the Education Advisor through an online interview. Once the university endorses their candidates, they will be contacted by this Education Office in the Philippines with information on how to schedule their interview. For graduates, their university will inform them whether they will consider their application or if they will need to apply through stage 2. If a student or graduate misses the pre-selection process by their university, they will be able to apply through stage 2 if it opens.

Currently enrolled students in Instituto Cervantes can also apply through this institution, following the same procedure. They will need to meet the general requirements and **have a level A2** in Spanish (A1 and A2). In order to apply, they will need to contact ***cenmni@cervantes.es*** from October 1 to October 31 and provide their full name, course they are enrolled in and an email address. No applications will be accepted after October 31. Applicants from IC with a higher level of Spanish will be given priority. **A candidate applying through a partner university CANNOT apply through Instituto Cervantes.**

STAGE 2: General public

After Stage 1 is finished, if there are still vacancies, interested applicants will find information on our website on how to book an appointment for an online interview. Please note this won't be known until stage 1 is finished, and it will be announced on our website as soon as it is known. Kindly refrain from sending inquiries on this matter. Please remember you will need an A1 Certificate in Spanish to apply.

There are no special intakes for any other dates and withdrawals are not covered.

SPECIAL CASES

Current language assistants in Spain that do not belong to the batch of the Ministry of Education

If you are a language assistant in Spain in this academic year 2022-2023 and you did not apply through the Ministry of Education but wish to do so, your application is considered as a new application. You'll need to contact this Education Office at asesoria.filipinas@educacion.gob.es to learn more about how to apply. In this case, an interview may not be necessary. You'll need to provide a recommendation letter and a report from your current school and how long you have been a language assistant in Spain and in which schools. As a reminder, Filipinos can be a language assistant in Spain for a **maximum of 3 academic years**, regardless of region or program.

Teachers in the Philippines

If you are a licensed teacher currently teaching in an **official private school** or in a **public school or university in the Philippines** (not private companies or academies), you can apply for an interview by completing the following form: <https://forms.gle/ctvoYojEwzMksePC6>

The **knowledge of some Spanish** will be considered a merit, but **it is not a requirement yet for you**. However, you are strongly advised to enroll in Spanish lessons and try to get an official certificate prior going to Spain.

The form will be available until **October 31, 2022**. Please note this is only for teachers that meet these requirements. If you are in this situation, you will be contacted by the Education Office for an online interview.