



**INTERNATIONAL STUDENT
ASSISTANTSHIP
APPLICATION 2025-2026**



IES ABROAD

International Student Assistantship Program

ABOUT IES ABROAD

Since 1950, IES Abroad has provided study abroad and internship programs to more than 140,000 students. A not-for-profit, IES Abroad is also comprised of Customized Programs, IES Internships, and the Study Abroad Foundation (SAF). In total, IES Abroad offers more than 400 programs worldwide in Africa, Asia Pacific, Europe, Latin America, and North America for college students, and serves more than 500 top-ranked universities. Learn more at www.IESabroad.org.

IES ABROAD INTERNATIONAL STUDENT ASSISTANTSHIP PROGRAM

The IES Abroad International Student Assistantship Program facilitates one-year long International Student Assistant positions for highly-qualified students from its international collaborating universities in Argentina, Chile, China, Ecuador, France, Germany, Italy, and Spain. International Student Assistants are placed at approximately 30 IES Abroad consortium member schools in the U.S. Placements are mostly at small, liberal arts colleges (see past placements below). Students work as Foreign Language Resident Assistants, Language Department Assistants, and Teaching Assistants, thereby mutually benefiting American and foreign students as well as the participating U.S. and international institutions.

PROFILE OF POSSIBLE POSITIONS

Most placements fall into one of the three categories listed below. However, each assistantship is unique to the sponsoring college or university and may include any combination of these responsibilities.

Language Department Assistant

Department Assistants usually work in an administrative capacity in language departments or by assisting students with conversational hours in language laboratories. Assistants also often work directly with Past Placements: students, staff and faculty to promote the everyday use of their native language through participation in language clubs and special events.

Teaching Assistant

Teaching Assistants (TAs) are often used at the undergraduate level and may assist professors with language courses. A TA may help with lesson preparations, with instruction in the classroom, or with corrections of student papers and tests. Occasionally, the TA may team teach and offer the conversation component of a language course. A few universities have TAs teach full courses on their own.

Foreign Language Resident Assistant

Several U.S. campuses have language houses or hallways within a student residence where interested students choose to live in an effort to immerse themselves in the study of the language. Resident Assistants usually live in the language residence halls or houses and are responsible for promoting the everyday use of their native language. In addition, they help organize cultural activities related to their home culture and some may be asked to assist the language department in various capacities.

QUALIFICATIONS & AWARD PACKAGES

Applicants may be pursuing or have recently completed the equivalent of a Bachelor's or Master's Degree. Positions may be available for students pursuing a Ph.D; however most schools prefer candidates who are younger than 25 years old. As their primary field of study, successful applicants have studied English, Pedagogy, or the Humanities and are considering to pursue a career in teaching. Competitive applicants may also have experience tutoring or teaching English or their native language

PAST PLACEMENTS

Bucknell University
Claremont McKenna College
DePauw University
Franklin and Marshall College
Gettysburg College
Grinnell College
Gustavus Adolphus College
Hope College
Illinois Wesleyan University
Occidental College
Pomona College
Scripps College
St. Catherine University
Whitman College
William Jewell College
Wofford College

and culture, and be eager to share their native culture, act as study abroad resources, and study in the U.S. In exchange for their work, International Student Assistants may receive any of the following: a tuition waiver, room, board, insurance, and/or a small stipend (\$1,000-\$9,000/academic year). Positions and award packages vary by institution; most positions include only a selection of the items listed above.

APPLICATION

The complete application consists of the IES Abroad International Student Assistantship application and three supporting documents.

IES Abroad International Student Assistantship Application Parts

- Part 1: Student Information
- Part 2: English Language Evaluation
- Part 3: Recommendation
- Part 4: Emergency Contact Information
- IES Abroad Center Director Interview Evaluation —This evaluation form is a separate form already given to the IES Abroad Center Director in your city and will be submitted by them on your behalf, unless otherwise instructed. No candidate will be considered without the IES Director Interview Evaluation Form. Please be sure to make an appointment with the IES Abroad Center Director in your city to discuss the application process and your interest in the position.

Required Supporting Documents

- **Essay***: Please submit a 500-word essay in English on why you want to participate in the IES Abroad International Student Assistantship Program. Include any past teaching or leadership experiences as well as the qualities that would make you a strong candidate for this Program, and any personal or academic experiences that have influenced your decision to study and work abroad. Feel free to discuss your views on teaching as well.
**This essay is in addition to the questions asked in Part 1 of the application. You must answer the questions AND include an essay. Successful applicants will not simply duplicate their responses.*
- **Transcripts**: Please include copies of your official university transcripts from each university attended.
- **English Proficiency Accreditation**: If you have taken the TOEFL exam, include a copy of your exam results. As an alternative, you can include a certificate for an IELTS or another English level exam. Please note that some schools may require a TOEFL score.

Not Accepted Documents

- Passport-sized photos
- Past papers or research
- Additional recommendations
- Certificates

Students should submit one copy of the application and supporting documents to the IES Abroad Center Director in their city. Applications are due by January 17, 2025 at the latest.

APPLICATION PROCESS

Once all applications and evaluations arrive in Chicago, they are reviewed and sent to U.S. institutions whose position matches your interests and qualifications. Your application will be sent to a minimum of three institutions.

Each institution receives an average of five applications per language selected. If you are selected by an institution, you will be notified with a description of the institution, position, and award package. If you accept the conditions of the assistantship, you will sign an agreement making the commitment to serve as an assistant at that college or university. You are expected to make a decision within one week of notification. All positions are for one academic year (August or September through May or June).