

## Department of Education & Skills

Application for the assignment of a Foreign Language Assistant under the Terms of  
the 2019/20 Scheme

**Nationality of the Assistant Required:** \_\_\_\_\_

Please complete a separate application form for each Nationality being sought.

School Name: \_\_\_\_\_ Roll Number: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Web Address: \_\_\_\_\_

**\*Email Address (PRINT CLEARLY):** \_\_\_\_\_

ETB and CE details (if applicable): \_\_\_\_\_

ETB Telephone Number (if applicable): \_\_\_\_\_

Number of pupils in the school: Males: \_\_\_\_\_ Females: \_\_\_\_\_ Total: \_\_\_\_\_

Number studying this Language: Males: \_\_\_\_\_ Females: \_\_\_\_\_ Total: \_\_\_\_\_

Number studying this language in **Exam Classes** (Junior & Leaving Certificate): \_\_\_\_\_ Total

Number of hours per week this language is taught in the school (**all classes**): \_\_\_\_\_

What year did the school last receive an Assistant **in this Language**: \_\_\_\_\_

Name and Email address of Teacher assigned to act as Liaison  
between School, Assistant and the Department: \_\_\_\_\_

**I hereby confirm that I have read and understood the terms of the Foreign Language  
Assistant Scheme and agree to abide to the terms of the 2019/20 Scheme.**

**I now wish to apply for the assignment of a Language Assistant to the above school.**

Signature of Liaison Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Principal: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of CE: \_\_\_\_\_ ETB: \_\_\_\_\_

(The Signature and approval of the Chief Executive of the ETB is required if the school is a  
Community College or ETB School).

**\*Please ensure the email address provided is regularly monitored as correspondence from the  
Department will be electronic. THIS MUST BE A VALID EMAIL ADDRESS.**

**This form to be returned not later than Monday 4<sup>th</sup> February 2019 to:**

Eileen Boyce, Teacher SNA Terms and Conditions Unit, Department of Education & Skills,  
Cornamaddy, Athlone, Co. Westmeath, N37 X659. **Telephone: 090-6483826**