



MINISTERIO
DE EDUCACIÓN
Y FORMACIÓN PROFESIONAL



CONSEJERÍA
DE EDUCACIÓN
ACCIÓN
EDUCATIVA
EXTERIOR

LANGUAGE AND CULTURE ASSISTANTS PROGRAM IN SPAIN FOR FILIPINO CITIZENS - SCHOOL YEAR 2024-2025

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 2024-2025. Citizens interested may apply for the complete school year October 2024 to May or June 2025. 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 2024. For reference purposes, the following Spanish regions were available for Filipinos for school year 2023-2024:

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

Filipinos cannot apply for: Navarra, Cataluña, Ceuta, and Melilla.

I. REQUIREMENTS

- Be Filipino citizens **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 knowledge of **Spanish**. For 2024-2025 we are asking for a 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) A1 [DELE/SIELE](#) certificate.
- b) If you do not have the DELE certificate yet, and 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 for at least 126 hours during the school year 24-25. **Or you can enroll in Instituto Cervantes to achieve the A1 level.** Equally, if you are a **graduate** already from one of our partner universities, but you never studied Spanish before. Please check first with your university if you are allowed to apply through Stage 1.
- c) If you do not belong to any of our partner universities, you can apply as a student of **Instituto Cervantes**. You will be required a **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 **through Stage 2**, an **A1 DELE certificate** will be required.

II. MERITS AND ADDITIONAL QUALIFICATIONS

The following merits will also be taken into consideration:

- Degrees or students of degrees related to Education or Modern Languages (English and Spanish).
- 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 14 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 school, or language school (adults)

IV. SPECIFIC CONDITIONS OF THE GRANT

- a. A monthly allowance of approximately 800€ (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.
- g. As a reminder, Filipinos can be a language assistant in Spain for a maximum of 2 academic years, regardless of region or program.

V. PROCEDURE TO APPLY

The **general official application process** will tentatively start in January 2024 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 2024-2025 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, Cebu Normal University*, De La Salle University , De La Salle College of St. Benilde, Palompon Institute of Technology, University of the Philippines Diliman, University of Santo Tomas Manila, West Visayas State University, Xavier University - Ateneo de Cagayan) need to apply through their university (International/External Relations Office (Ateneo de Manila, DLSU, PIT, 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, CNU). 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. 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 the academic year 2023-2024 and you did not apply through the Ministry of Education but wish to do so, your application will be considered as a new application. You will have to carefully follow the instructions of the official call when it is released by the Spanish Ministry of Education and Vocational training in January or February 2024.

Teachers in the Philippines

If you are a licensed teacher currently teaching in an **official private school or university in the Philippines** (not private companies, academies or online teaching), you can apply for an interview by completing the following form: <https://forms.gle/XZgSnwjUmZSgigix6>

The **knowledge of Spanish** will be considered a merit, but **it is not a requirement for you yet**. However, you are strongly advised to enroll in Spanish lessons and try to get an official certificate A1 DELE /SIELE prior going to Spain.

The form will be available until **October 31, 2023**. 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.

*Pending of Signature of MOA.