



# INFORMATION REGARDING PROFESSIONAL STAFF MEMBERS OF OVERSEAS SCHOOLS

|                |   |
|----------------|---|
| Name of School | School Year<br><br>_____ To _____<br>Date (mm-dd-yyyy)                      Date (mm-dd-yyyy) |
|----------------|---|

### INSTRUCTIONS

On pages 2 and 3 of this form provide the information requested concerning each professional staff member. In column 1 on page 2, identify each professional staff member by the appropriate letter according to the categories listed below. All staff members in the same letter category should be grouped together and listed by alphabetical order of surname. Use additional copies to this form if it is not possible to list all staff member on one form. Submit to the Department in original and one copy by December 15.

### CATEGORIES OF STAFF

***(Insert appropriate letter in column 1 of page 2 beside the name of each professional staff member.)***

- a. U.S. citizen recruited specifically for service in the school and residing in the country for the sole purpose of employment in the school
- b. U.S. citizen dependent of a U.S. citizen, U.S. Government employee, including contract employee, residing in the country primarily as a dependent
- c. U.S. citizen dependent of a U.S. citizen who is not employed by the U.S. Government
- d. U.S. citizen dependent of a local national
- e. U.S. citizen dependent of a third country national
- f. Other U.S. citizens
- g. Local national who is a dependent of a U.S. citizen
- h. Other local national
- i. Third-country national who is a dependent of a U.S. citizen

Name of School

| CATEGORY<br>(See instructions) | NAME<br><br>(List administrator(s) first then<br>alphabetically those in category<br>a, in category b, and so on.) | NATIONALITY | POSITION OR<br>TEACHING DUTIES<br><br>(Indicate grade or subject;<br>if part-time administrative<br>and part-time teaching,<br>include both) | HIGHEST DEGREE EARNED |      |  |
|--------------------------------|--|-------------|--|-----------------------|------|--|
|                                |  |             |  | Degree                | Year | INSTITUTION WHICH CONFERRED DEGR<br>(Include location) |
| 1                              | 2  | 3           | 4  | 5                     | 6    | 7  |
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| Indicate with "X" if teaching in field of academic preparation | DATES OF EMPLOYMENT AT SCHOOL       |                           | YEARS OF EXPERIENCE                                     |                               | COMPENSATION<br>(Express in terms of U.S. dollars only) |   |  |   | Percent of Compensation Paid in U.S. Dollars | Percent of Compensation Covered by U.S. Government Grant | Indicate with "X" if Full-time Employee with "Dual" if |    |
|--|-------------------------------------|---------------------------|---|-------------------------------|---|---|--|---|--|--|--|----|
|  | Date Present Employment First Began | Terminal Date of Contract | In Present Type Position<br>(compute present year as 1) | In Other Educational Position | Annual Salary   | Value of Housing and Utilities Provided in Addition to Salary<br>(Annual Basis) | Costs of International Travel and Goods Shipment<br>(Annual Basis) | Value of Other Allowances<br>(Annual Basis)<br>Identify<br>(Tuition for dependents, R and R, use of auto, club memberships, etc.) |  |  |  |    |
|  | (mm-yyyy)                           | (mm-yyyy)                 |   |                               |   |   |  |   |  |  |  |    |
|  | 10                                  | 11                        | 12  | 13                            | 14  | 15  | 16   | 17  | 18   | 19   | 20   | 21 |
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