

# CALL FOR PROPOSALS

## U.S. – MEXICO TEACHER EXCHANGE PROGRAM 2026

The Federal Government of the United Mexican States, through the Ministry of Public Education and the Ministry of Foreign Affairs, in coordination with the United States-Mexico Binational Migrant Education Program (PROBEM), based on *Annex X of the Memorandum of Understanding between the United States and Mexico*, invite state educational authorities in Mexico and the United States to submit teacher's nominations to participate in the " **MEXICO – UNITED STATES TEACHER EXCHANGE PROGRAM 2026**", hereinafter "THE PROGRAM".

### Objective

Mexican teachers will travel to one of the participating states of the United States for a period of three to eight weeks, depending on the needs of the requesting U.S. School District, during the summer or school year calendar. Similarly, under a principle of reciprocity, U.S. teachers will visit for one- or two-weeks schools whose states have sent teachers to their states.

### Purpose

The Federal Executive will base the bilateral relationship with the United States on mutual respect, collaboration to develop and find solutions to common problems, and to promote a better understanding between the Educational Systems of Mexico and the United States of America, to strengthen the educational processes of shared students through teacher's trained in multicultural contexts.

### Activities

- To contribute to the strengthening of multiple areas such as art, literature, mathematics, history, culture, ethics, traditions and knowledgeable about Mexican students and/or students of Mexican descent who live in the United States to strengthen their national identity and improve the quality in the educational processes.
- To promote permanent communication between teachers in the United States and Mexico to share best practices that lead to improvement in the teaching-learning processes in basic education.
- Collaborate to the improvement of educational services to Mexican and Mexican American students in both countries, through collaborations with administrators, teachers, parents, and students participating in the program.

- Strengthen mathematics, reading, writing, science, and history teaching methods based on contextual knowledge that fosters a holistic and well-rounded education for all students.

## **Bases**

### **1. Requirements to be a candidate.**

#### **1.1 Mexican teachers.**

- Be of Mexican nationality, have a valid passport valid through December 31, 2026, and have no criminal record in Mexico or the United States.
- Have a title and professional license with a bachelor's degree in education in the following areas: Preschool, Elementary, Secondary, High School, Indigenous, Special Education or the Art of Teaching from Mexico's Teacher Preparation school (Normal), Escuela Normal Superior, National Pedagogical University or equivalent in another institution of Higher Education in the National Education System.
- Have a permanent position teaching in the following areas: preschool, elementary, secondary, high school, original languages (native language), and/or special education.
- Have a permanent appointment position (base).
- Provide evidence of a minimum B2 level English Proficiency in all four-communication domains, or a level 12 in a CENNI certificate. Teachers of indigenous languages may waive the requirement for English proficiency if they are selected to fill a preselected profile where a native language is a requirement as long as the VISA requirements allow for this exception.
- Have a minimum of 3 years of experience as a lead teacher, and in the design of learning methodologies based on educational projects and didactic materials. Please highlight whether such teaching experience includes direct work with migrant and/or transnational students ("in return").
- Availability to leave the country from three to eight weeks during the summer months or during the 2025-2026 school year.
- Attend and participate in the National Training Seminar.
- Sign Letter of Responsibility for teachers selected in the Program

#### **1.2 American teachers.**

- Be a U.S. citizen or permanent resident with a valid passport.

- Provide evidence of bachelor degree in education and/or teaching license and certifications.
- Have a basic command of the Spanish language in the four communication domains.
- Have a minimum of 3 years of experience as a lead teacher and designing educational materials and projects.
- Not have a criminal record.
- Meet all requirements requested by your Department of Education, School District, or community organization to participate in the exchange program traveling to Mexico.
- Submit a written report of all activities to educational authorities of both countries.

**Note: In the event of a resurgence of COVID-19 or any of its variants, a complete vaccination schedule will be required, if applicable, we recommended all participants to consult accepted vaccines in accordance with international regulations.**

### **1.3 Restrictions for both participants.**

- Third persons not participating in the program will not be allowed to travel with or accompany participants during their participation in the exchange program.

## **2. Documentation.**

### **2.1 For the 1st phase of the exchange.**

- Each U.S. state will submit the number of teachers required will be sent to PROBEM's Executive Secretariat through the Consular Network and/or State Directors of Migrant Education in the United States.
- Each Head of the State Ministry of Education will send to the Mexican Council of PROBEM through the Technical Secretariat, represented by the General Directorate of Educational Policy, Best Practices and Cooperation (DGPEMPC) of the Ministry of Public Education (SEP) an official letter clearly specifying and confirming the number of candidates to be sponsored by each State.
- **Personal Nominations will not be accepted.** All candidacies in the case of Mexican teachers must be submitted by Heads of Education of their respective entities through PROBEM's State Coordinators. U.S. participants must be submitted by School Districts Superintendents, State Directors of Migrant Education, Mexican Consulates in the United States and the Institute of Mexicans Abroad (IMME).

### 3. Procedures.

#### 3.1 Initial dissemination of the call for proposals.

- In the United States, through the Mexican Consular Network, and State Directors of Migrant Education.
- In Mexico, through the DGPEMPC of the SEP, the Secretariats and Institutes of Education and PROBEM coordinators in Federal Entities and the National Coordination of the Mexican Council of PROBEM.

#### 3.2 Phases.

##### 3.2.1 Phase 1: Mexican teachers visiting the United States of America.

Once the requests for teachers have been received from the United States, as well as the confirmation of teachers to be sponsored by the Mexican States; the Mexican Council of PROBEM will numerically assign the available spaces, considering the principle of equity in accordance with the agreements established in the framework established during the National Conference of PROBEM, except in the case of requests from speakers of original languages or special education, which will be assigned after reviewing and discussing options and in close coordination with authorities of the receiving institutions and State Coordinators of PROBEM.

PROBEM State Coordinators will review all applications and perform a pre-selection of all candidates.

Pre-selected candidates will be interviewed, in person or remotely, by representatives of School Districts to which they were assigned by PROBEM's Mexican Council.

Pre-approved candidates must attend and participate in the **National Training Seminar** on dates and venue announced at a later date by PROBEM's Mexican Council of and sign the *"Letter of Commitment to Comply with the Exchange Program's conditions of participation"*.

The DGPEMPC will receive the list of participating teachers validated by each entity and will officially send the final list of participants to State Coordinators and other members of the Mexican Council of PROBEM.

U.S. counterparts will coordinate all logistics for visa procedures, schedules for academic services, classes, transportation, lodging, food, stipend and other necessary activities. **The type of visa will depend on the budgetary and participation needs of the applicant U.S. School District/Organization.**

**PROBEM State Coordinators in Mexico will notify travel dates, length of stay, and flight itineraries to the Technical and Executive Secretariats, as well as to**

the Educational Authorities requesting teachers and/or State Directors of Migrant Education in the United States in a timely manner.

PROBEM State Coordinators and Directors and/or Program Coordinators in the U.S. involved in the program will attend the **National Evaluation Meeting of the Teacher Exchange Program to be announced at a later date.**

### **3.2.2 Phase 2: U.S. Educational Authorities or Teachers Visiting Mexico.**

The selection process will be the responsibility of the Educational Authorities requesting teachers or Educational Institutions that have Migrant or Bilingual Education Programs in the United States.

Their assignment will be determined jointly with the States that have sent teachers to participate in the program, under a principle of reciprocity and informing PROBEM's Mexican Council in a timely manner.

## **4. Commitments and responsibilities of the Mexican and U.S. educational authorities participating in the Exchange Program:**

### **4.1 Phase 1: Mexican teachers visiting the United States of America.**

#### **4.1.1 Mexican state authorities.**

- Cover air transportation costs Mexico-US-Mexico to the airport indicated in the application, as well as life insurance and repatriation expenses in the event of death (see section 4.1.2 relevant to the State of California).
- Maintain close communication with participating teachers and members of PROBEM's Mexican Council involved in the Teacher Exchange Program, through official channels previously established.
- To meet to the extent possible, the specific requirements of the U.S. educational authorities requesting teachers as described in the application, with emphasis on requests for teachers who speak a mother/native language, education of native communities, special education and English proficiency exclusively.
- Fully comply with the dates established in this call for proposals.
- If deemed necessary and if the state budget allows it, State PROBEM Coordinators may schedule an evaluation and follow-up visit to the U.S. State where their teachers are participating.
- Notify corresponding Consulates through the IMME upon arriving in the United States, this allows each consulate and IMME maintain records of Mexican teachers participating in the exprogram.

#### **4.1.2 U.S. Education Authorities**

- Cover the cost of SEVIS and major medical insurance for each participant. In the State of California, applicant School Districts will pay for all three types of coverage required by the J-1 Visa :
  - 1) Mayor medical expenses (minimum coverage \$100,000 USD);
  - 2) Medical evacuation (minimum coverage \$50,000 USD);
  - 3) Repatriation in case of death (minimum coverage \$25,000 USD)
- Provide appropriate and decent lodging accommodations where teachers can rest, refresh and plan their lessons to guarantee top performance in all activities, food, local transportation and a weekly stipend of at least \$150 USD (one hundred and fifty US dollars) per Mexican teacher participating in the Program.
- **Note: Lodging accommodations may vary depending on school district/organization resources and budget.**
- Fully comply with the dates established in this call for proposals. Provide State Coordinators of PROBEM with information on subject areas and any support needed to ensure participating teachers can develop educational projects to be implemented during the summer.
- Maintain close communication between local coordinator, participating teachers and members of the Mexican Council of PROBEM on issues related to the Teacher Exchange Program, make sure all participants use official channels previously established for this purpose.

## Phase 2: U.S. teachers visiting Mexico.

### 4.2.1 U.S. authorities sending participants.

- Cover the cost of U.S.-Mexico-U.S. air transportation for participants.
- Fully comply with dates established in this call.
- Maintain close communication with the participants and members of the Mexican Council of PROBEM related to the Teacher Exchange Program through the official channels previously established for this purpose.
- Agree on the work plan developed in conjunction with PROBEM coordinator in the host state, as well as the organization of activities and lodging provided to the participant.

### 4.2.2 Mexican authorities that receive participants.

- Provide lodging, food, and local transportation to visiting participants.
- Fully comply with the dates established in this call for proposal.

- Maintain close communication with participants, U.S. authorities, and members of the Mexican Council of PROBEM related to the Exchange Program through established official channels.

## **5. Exchange teacher activities:**

### **5.1 Mexican teachers.**

- Participants will exchange technical-pedagogical and methodological experiences in schools at the following levels: preschool, elementary, middle and/or high school levels in the Educational Authorities requesting teachers who participate in this call.
- In the classrooms, visiting teachers will work in coordination and/or assisting lead teachers, in classrooms with Mexican, Mexican-American Hispanics and students from other nationalities, respecting the principles of inclusive education based on work in multicultural contexts.
- Recognize and value the benefits of the students' binational experience, as well as their identity with social, cultural, and linguistic elements of both countries.
- Develop a work plan in collaboration with the educational institution in which they participate.
- They must also:
  - Support the School District in efforts to identify and incorporate families into the Migrant Education Program.
  - Collaborate in parental involvement activities.
  - Participate in community or extracurricular activities of the Institute of Mexicans Abroad (IMME), in collaboration with the Consulates; as long as they do not interfere in the development of the activities and in the achievement of the programmed objectives, with the prior agreement of the receiving educational institution.
  - Collaborate and suggest the development and use of teaching materials to strengthen programs directed to Mexican children and adolescents of Mexican origin in the United States of America.
  - Adjust their plans, projects, and expectations of instruction and participation to the specific needs of the educational institution in which they participate; this in order to meet the objectives established to meet the needs of the students and families participating in the program. Prepare and deliver a report to PROBEM coordination in their entity and a digital copy to the Educational Authorities, as well as to the state and/or regional director of the Migrant Program of the academic and extracurricular activities they carried out during the exchange,



including suggestions and contributions that they consider pertinent to strengthen the exchange process (Single Evaluation Questionnaire).

- **Upon their return to Mexico, participants agree to continue and promote the dissemination of the Program and participate in events related to PROBEM, as well as in the educational process of transnational migrant students who join our school system,** in coordination with PROBEM in their respective entities.

## **5.2 American teachers.**

- Those selected will exchange information on the Educational Systems of both countries, as well as pedagogical and methodological experiences in public schools at preschool, elementary, middle and/or high school levels, in the states that participate in the call, preferably those located in areas of high migration and/or that serve return students.
- Participate in activities proposed by the work plan previously agreed upon by the PROBEM coordinators of each state.
- Prepare and deliver a report of the academic and extracurricular activities carried out during the exchange, including suggestions and contributions that they consider pertinent to strengthen the exchange process.
- Adjust their instructional and participation plans, projects, and expectations to the specific needs of the educational institution in which they participate; this in order to meet the objectives established to meet the needs of the students and families participating in the program.

## **SOLE CLAUSE**

**The PROBEM's Mexico-United States Teacher Exchange Program will be carried out as long as there are optimal health and safety conditions agreed upon by the competent authorities of both countries.**

**The foregoing, due to the consequences or factors that could bring viruses or diseases such as SARS COV-II (coronavirus) or any other that is considered to threaten the safety, well-being and health of the educational authorities of both countries, of the participating teachers and of the children and adolescents benefited from this program.**

**Likewise, it is the responsibility of each state educational authority, both in Mexico and in the United States of America, to decide to carry out such an exchange in their respective states, as long as there are no**



**If the case exists, the Mexican and American Council of PROBEM will make the decision to suspend said teaching exchange, by virtue of safeguarding the integrity of its participants and continuing to promote an inclusive, equitable, excellent and, above all, responsible education before the national and international scenario.**

