

Frequently Asked Questions

Packing

Does CEDEI have books/teaching resources for teachers to use? We have a good collection of grammar books and activity books and resource folders for each course. Teachers are encouraged to use these extra materials for preparation of classes. We also have tape/CD players, VCRs, and DVDs that teachers may check out. However, teachers may want to bring their favorite materials to add to the resources CEDEI already provides.

Does CEDEI use a specific textbook? Yes, for the first 12 adult/high school levels we use the ATTITUDE textbook series. You can take a look at the curriculum online by visiting the website [//www.macmillan.com.mx/attitude/](http://www.macmillan.com.mx/attitude/). Teachers MUST use the textbook (but are encouraged to supplement with other materials) and all students are required to have it. The series is complete with resource packs, audio and video cassettes/CDs, and online support. The Attitude Series covers all our levels except the 400 level. Level 401 is a writing course and has its own material. The children's classes use a textbook called BRAINSTORM. It is complete with resource packs, teacher CD-Rom, cassettes/CDs, picture boards, etc.

What supplies should I bring? CEDEI provides some stationary supplies to teachers, including paper, board markers, staplers and so forth. These items can also be purchased at any "papeleria" in Cuenca. You should also bring any other items including games, pictures and texts that you really like to use in class. Many teachers bring their laptops as it is sometimes difficult to get time on a computer in the computer lab. You can use the wireless access that is available in all our buildings. You may also want to bring a flash disk to save your quizzes, grammar sheets, or any other material.

What is the weather like? Like the rest of the Ecuadorian Andes, Cuenca has a chilly climate year-round. Days are generally warm and nights are cool enough that you should pack a sweater and coat. The **average** daily temperature is 14.6 degrees C (58 F). You can expect light showers every afternoon, and during the rainy season these showers can be much heavier. Umbrellas are inexpensive and easy to purchase.

Are the plugs/voltage the same as in my country? Ecuador has 110 volt electricity, which is the same as the United States, but the rest of South America does not. If you plan to travel to other countries, you might want an adapter.

What is hard to find in Cuenca that I may need to bring with me? Women who use tampons may want to bring some because they are expensive here, and there isn't a large selection. Many teachers like to use Blue-Tac in classrooms instead of scotch tape, and it can't be bought in Cuenca. Also, any kind of technology is more expensive, if not more expensive, here than you'd find at home; if there's anything you can't live without, bring it with you.

What is the dress code at CEDEI? Cuenca is a more conservative culture than both Quito and Guayaquil and this is reflected in physical appearance of both the students and staff members. Teachers should come to class looking respectable. We don't ask that you come in a suit, but you should maintain a level of professionalism in your appearance. Shorts, tank tops, casual T-shirts, and flip-flops are not permitted. You may wear jeans but they need to be clean and without holes. Please also take into consideration your hygiene,

and always come to class bathed, with your hair and nails neat, and of course with fresh breath.

Flights

There are several airlines that fly directly into both Guayaquil and Quito. This information is meant as a reference. You need to verify which airlines have flights to Ecuador.

Continental	www.continental.com
American Airlines	www.americanair.com
Lacsa	www.grupotaca.com
COPA	www.copaair.com
Avianca	www.avianca.com.co
Aerocontinente	www.reservaciones.com/airlines.aerocontinente.shtml

From Europe:

Iberia	www.iberia.com
KLM	www.klm.com

Additional websites for international plane tickets:

www.kayak.com
www.travelocity.com
www.abstravel.com
www.flylatinamerica.com
www.expedia.com

It is common for international flights to arrive at night in Ecuador. Typically, people traveling to Cuenca will spend the evening in a hotel and then travel to Cuenca the following day. If you arrive a week or two before the beginning of the school term, you might want to stay for several days in Quito to enjoy its cultural environment. It is also possible to stay in the airport if you arrive late at night and will leave early the next morning, but keep in mind that there are no hotels in the airport itself. If you choose to stay there, you'll be sleeping on benches or the floor.

International Flights to Ecuador land in either Quito or Guayaquil. Quito is located approximately 270 km. north of Cuenca in the sierra of the Andes Mountains. Guayaquil is located 120 km. north west of Cuenca, on the Pacific coast. Guayaquil is about a 4-6 hour bus ride to Cuenca and Quito is about 10-11 hours. If you take a bus, you'll need to take a taxi (\$2-3 in Guayaquil; \$3-5 in Quito) to the "terminal terrestre." Two of the more dependable and cleaner bus lines are San Luis or Sucre Express. For both taxi and bus rides, it's best to have small bills. Doing so will make your transactions quicker and easier.

Contact information for Airlines in Cuenca (travel from Guayaquil or Quito to Cuenca)

The following are airline companies that operate within Ecuador with the appropriate addresses, phone and fax numbers (email addresses if available). Flight schedules and prices are subject to change, so please contact a local travel agent or the airline for the most recent information, offers or promotions.

- **Aerogal - Cuenca**

- Av. Aurelio Aguilar y Solano.
Teléfono: (593 7) 281 5250 / 281 0789 / 288 0678
E-mail: atocuenca@aerogal.com.ec
- Av. España 1091 y Francisco Pizarro.
Teléfono: (593 7) 286 1041 / 280 4444
E-mail: ventascue@aerogal.com.ec

- **Lan - Cuenca**

- Simon Bolivar 9-18 y Benigno Malo
Telephone 1800 101075 (593 7) 2822783
Fax: 2831479
Email: reservas@transoceanica.com

- **Tame - Cuenca**

- www.tame.com.ec
- Av Florencia Astudillo 2-22
Telephone: 2811-804
Fax: 288-9097

Extra pounds Tame -Aerogal

You can have a luggage of 20 kg or 44 pounds, for each extra kilograms or 2.2 pounds you will have the follow charge.

Tame: 0.70 cents

Aerogal: 0.72 cents

Extra pounds LAN

You can have a suitcase of 23 kg or 45.06 pounds, for each extra you will pay \$ 11.20

Contact information for buses in Cuenca (travel from Guayaquil or Quito to Cuenca)

Take a taxi from the hotel in Quito or Guayaquil or from the airport if you are coming directly to Cuenca after you arrive from abroad. Ask to be taken to the Terminal Terrestre. Once there, look for transportation that indicate 'a Cuenca' through 'El Cajas' (this is the shortest route to Cuenca). There are a number of bus lines that you could take, one of them being Transporte San Luis.

Hotel or Hostel information / Cuenca

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| • Hostal Posada del Angel
email: Daniel@cue.satnet.net | www.hostalposadadelangel.com
telefax: (593) (07) 2840- 695 / 2821-360 |
| • Hostal "La Orquidia" | telefax: (593) (07) 282-4511 / 283-5844 |
| • Hostal La Villa del Río | telefax: (593) (07) 281-6204 / 281-5525 |
| • Hostal Milán | telefax: (593) (07) 282-7864 tefl: 283-1104 |
| • Hostal Casa del Barranco | e-mail: casadelbarranco@hotmail.com |
| • Hostal Chordeleg | e-mail: hostalfm@etapaonline.net.ec |
| • Hostal El Cajas | e-mail: hostalelcajas@hotmail.com |
| • Hostal Latina | e-mail: hostal_latina@hotmail.com |
| • Hostaled La Casona | e-mail: lacasona@etapaonline.net.ec |
| • Hotel Macondo | telephone: (593) (07) 282-1700 / 284-0697 |

** Most places will take a credit card, but ask to make sure that they do so.

If I am staying for a year, can I buy a one-way ticket? Yes, it is possible **if you have the Intercultural Visa**. However, buying a flexible, round-trip ticket is generally cheaper.

What are the baggage limits? For your international flight, check with the airline. With U.S. airlines it's 2 bags of 50 lbs each; it's best to confirm with the airline. You should be prepared to pay for additional weight either for international flights and national flights.

Can someone meet me at the airport in Quito or Guayaquil? For a fee, we can arrange with a travel agency to have someone meet you at the airport and transport you to a hotel if you decide to stay the night in Quito/Guayaquil. If you have a reservation in a hostel or hotel, most likely the hotel will provide transportation to and from the airport. However, there is usually a fee involved.

Visa

Do I need a visa to teach at CEDEI? Yes! Upon acceptance of an employment offer, you will receive documentation from CEDEI's office in the United States. With that paperwork you should contact the Ecuadorian Embassy or Consulate while you are in your home country to obtain a Cultural Exchange 12-VIII Visa to teach here. Please keep in mind that the \$80 cost of the Cultural Exchange Visa is your responsibility. Once you arrive in Cuenca, you will also have to make a \$50 refundable deposit which guarantees that you will fulfill your minimum 6-month commitment. Should you choose to stay longer than a year and need to extend your visa, CEDEI will do the paperwork for you and will also cover the cost.

Do I need to register my Intercultural Visa when I arrive to Ecuador? Yes! Your passport will be sent to Quito (CEDEI has an attorney there, so your passport will be safe) to have your visa registered. In order to send it to Quito, your "Application for Visa" that you will receive when the Ecuadorian Embassy/Consulate issued your visa, and the "Certificado de Visación." If you are British, you will only need to bring the "Certificado". If you come from any other country, you need to bring the "Application" and the "Certificado" (USA, Canada, Australia, etc.). It will take about 10 days for you to get your passport back, so make sure you have extra copies of it on hand.

Do I need to carry my passport at all times? You should keep a copy with you at all times, but keep the original in a safe place.

What is a "CENSO"? A CENSO is an identification card for foreigners with specific visas, such as the Intercultural Visa, given by the Ecuadorian government. It has your picture and your signature, and in some banks it is accepted to cash your checks. However, it is better to have a copy of your passport for this. You can carry this censo instead of your original passport, but you should keep a copy of your passport with you in the event you are asked to show your documents. To obtain the CENSO, you need to present your passport, a copy of your landlords ID (cédula), a copy of the electric bill or water bill of the place where you live, and \$4.00 to the Immigration office. There is NO discount at any national park with your Censo.

Immunizations and Health

Are immunizations necessary? CEDEI recommends that all teachers consult the CDC website www.cdc.com and/or a physician when making decisions about immunizations.

In Cuenca, is there a risk of Yellow Fever or Malaria? CDC says no, Cuenca is not a jungle area; in fact, the altitude is about 8,000 feet.

Do I need to take Malaria pills? The CDC recommends taking malaria pills if you enter an at-risk area, which in Ecuador includes the coast and the Amazon basin. Cuenca is NOT in these areas. But if you are planning to visit the coast and/or the Amazon, you might want to consider this shot.

Should I purchase travel insurance/health insurance? This is really a personal decision. Teachers can get immediate coverage upon arrival to Cuenca, and the cost is approximately \$25.00 per month paid by the teacher. The health insurance plan will cover you in Ecuador for up to \$5,000.00 (a good amount) per illness. The health insurance **does not** include plane tickets or medical evacuation to your home country. Cuenca does have some very qualified doctors and reputable hospitals.

Is this health insurance right for me? Be aware that medical costs are very low in Ecuador. Many teachers who have the insurance don't bother to use it and just pay the small amount that their medical services cost. However, for something more serious, the insurance coverage is up to \$5,000.00 per illness. The plan is also to the advantage of individuals who experience frequent illnesses. The cost for insurance coverage is approximately \$25.00 per month. This cost is deducted automatically from your paycheck. Upon your arrival to Cuenca we can give you more details about the insurance and assist you in enrolling in the plan. The coverage takes effect immediately. It is possible to enroll you in the insurance beginning on the day you arrive in the country.

Arrival to Cuenca

When I get to the airport/bus terminal in Cuenca, what should I do? You can take a taxi (no more than \$2.00 day, \$3.00 at night) to a hostel in the "centro," or to CEDEI (Luis Cordero 5-66 and Juan Jaramillo).

Can you recommend a good hostel while I'm looking for a place to live?

A list will be provided upon an employment offer.

Does CEDEI assist with housing accommodations? When you arrive in Cuenca, we will have a list of possible furnished apartments/houses that are available. You can also check the newspaper ads, which we have in the Secretary's office, but what is usually available is unfurnished apartments. Unfortunately, we do not pay for housing. If you aren't comfortable with your Spanish, we will help you with any phone calls to set up times to view apartments/houses.

Pay and Compensation

What is the pay rate for teachers?

***Salaries per course are as follows for teachers with a Bachelor's degree and TEFL/ TESOL/ CELTA certificate:**

Time at CEDEI	Children's Classes (40 hours of instruction)	Teen & Adult Classes (50 hours of instruction)
0-1 year	\$220	\$275
1-2 years	\$228	\$285
2+ years	\$236	\$295
	Saturday classes \$260 (40hrs/paid \$6.50 an hr)	

***Salaries per course are as follows for teachers with a Bachelor's degree, Master's degree in TEACHING / EDUCATION and TEFL certificate:**

Time at CEDEI	Children's Classes (40 hours of instruction)	Teen & Adult Classes (50 hours of instruction)
0-1 year	\$228	\$285
1-2 years	\$236	\$295
2+ years	\$244	\$305

Over the ten week term, you will receive three paychecks. For example, if you are teaching three adult/teenage courses (and you have a Bachelor's degree and TEFL certificate), you will earn a total of \$825 by the end of the term. $\$825 / 3 = \275 per month. Teachers receive a combination of classes, so the amount that you received per check depends on the type of classes that you have.

Are these pay rates net or gross? Net. We take care of the taxes, so the pay scale you see above is what you would make per course depending on your qualifications.

Are teachers paid in cash or check? Teachers are paid by check. Teachers do not need to open a bank account. Take the check to the bank with a copy of your passport and they will pay you in cash. (Ecuador uses U.S. dollars). It is possible to open a bank account in Cuenca, but it is complicated and you are required to present many documents.

How many classes will I teach? Teachers are expected to teach 3-4 classes. For teens/adults, classes are 1 hr. 15min. Mon-Thur. For children (ages 7-11) classes are 1 hour Mon-Thur. Saturday classes are 4 hours long from 8h30 to 12h30 p.m. (10 Saturdays) Intensive classes are 2 hours from Mon-Fri.

Are there any other ways to earn a little extra money? Many teachers opt to take on a tutorial while teaching their regular classes. Tutorials run 30-35 hours, depending on the level, and pay \$5.50/hour. Teachers can also sign up to give occasional Saturday conversation club classes, which pay \$6/hour.

Do I have to claim this income in the U.S.? You should consult your accountant for this information.

Does CEDEI reimburse plane tickets or offer any contract completion bonuses? CEDEI does not assist with plane tickets. The cost of the Cultural Visa and plane tickets is the sole responsibility of the teacher. We also do not offer any bonuses for contract completion. After a teacher has been on staff for more than one year, there is a pay increase.

Do teachers receive any other benefits? As part of the intercultural exchange teachers can take Spanish classes, which are offered in three groups including Beginner, Intermediate, and Advanced and are scheduled at times that generally do not conflict with teaching hours. These classes are given in 8 weeks, four hours per week- twice a week, and are given by accredited Spanish teachers. Teachers also have free access to our computer lab, which is complete with internet, scanners, and printers. There is also wireless service in all our locations. Teachers can participate in dance classes once a week to learn Salsa, Merengue, and Cumbia dance steps.

This is a lot of information, but remember that the CEDEI staff is here to help you and answer your questions!

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