



Application Process

Please read through the entire application process below before you continue on to complete your application form. If there is anything unclear to you about the process, we have an excellent FAQ page.

- Step1: Please fax, email or post
- >1. the completed application form ,
 - >2. the datapage of your passport or a recent photo,
 - >3. a brief resume,
 - >4. degree and teaching certificates (if applicable).

Fax to 86 773 8813000 or email to: futureeducation.cn@gmail.com or post to the address in Yangshuo, listed below.

James Ou

Future International Education Exchange Inc.

Meicheng English College HuaShan Lu #86, Yangshuo, Guilin, P.R.China

Zip Code:541900

Step2: When we receiving your documents we will process them and successful candidates will be notified within three days; an approximate starting date that suits both parties will be discussed at that time. We will send you a standard employment contract for review at that time. This confirms that we have accepted you as an English teacher at Future International Education Exchange Inc.

Step3: Once you agree to our contract, please sign your name and email it as an attachment or fax it back to us. This confirms that you have accepted our contract, and reserves a position for you with Future International Education Exchange Inc.. When the contract signing is complete, we will start to apply all the paper works to accompany you applying a "Z" or "F" visa application. It usually takes 2-4 weeks.

Step4: Meanwhile you can begin to book your ticket to Guilin (Usually via Hong Kong/ Guangzhou/ Beijing/ Shanghai). Please inform us of your arrival date, time, flight number, and flight details as soon as you get your ticket. We will confirm the travel information with you so that you can be sure we will meet you when you arrive in Guilin or Yangshuo no matter how you

are traveling.

Step5: Go to the closest Chinese Embassy/ Consulate to apply a "Z"or "F" visa with the documents we send to you. At this time you should also make all personal arrangements to leave your country.

Step6: When you arrive in Guilin we will send a person to pick you up at the airport, train or bus station. Then you will be brought to our ESL Hostel in Yangshuo as our guest and enjoy 5-10 days of orientation, training, and sightseeing. If required, during this time we will make arrangements for you to go to Guilin to take the necessary medical examination and your visa will be updated.

Step7: While in Yangshuo you will be able to select a Future International Education Exchange Inc. membership school and location that you want to live in and explore in China. If you have no preference we can help you to decide on a school that is appropriate for you. After your brief stay in Yangshuo for overcoming the jetleg and orientation you will travel to your school and begin employment with Future International Education Exchange Inc.; travel to your school is fully arranged for you.