

As soon as you've booked your internship with i-to-i TEFL please send the following as soon as possible so that we can start your application.

- CV/Resume, including your full name, age and nationality
- A scanned copy of the photo page of your passport
- A professional looking photo of yourself

Please send your documents to customersupport@i-to-i.com within 7 days of booking.

Step One: Pre-Screening and Approval

Once received, your details will be passed to the XploreAsia team, who will be in touch with you within 2 working days for initial screening and to be accepted onto the program.

Step 2: XA Call and Document Collection

Once approved and accepted into the program, one of the Thailand coordinators will reach out to you and schedule a call to chat about and discuss the program in detail. They will go through the program requirements, an overview of the program, teaching in Thailand, as well as all documents and the visa process. Following the call, the team will then assist in gathering all those documents and offer support wherever needed.

Step 3: Confirming your Placement

Depending on the intake month, you may have your placement finalized before you arrive or once you've arrived in Thailand. The XploreAsia team will work closely with you to confirm placement, provide full assistance on travel plans and visas, and answer any and every question along the way. Once all documents are done, you will be introduced to the placement team to get you started with finding a placement, signing a contract, applying for their visa, pre-departure support, and full in-country support for the duration of your time abroad.

Step 4: Arriving in country

The XploreAsia team will arrange pickup for you once you arrive and transfer to their headquarters in the beachfront community in Hua Hin, Thailand, after which time they will provide a comprehensive orientation and ensure you get to your placement location and provide full in-country support all the way to the end of your contract.