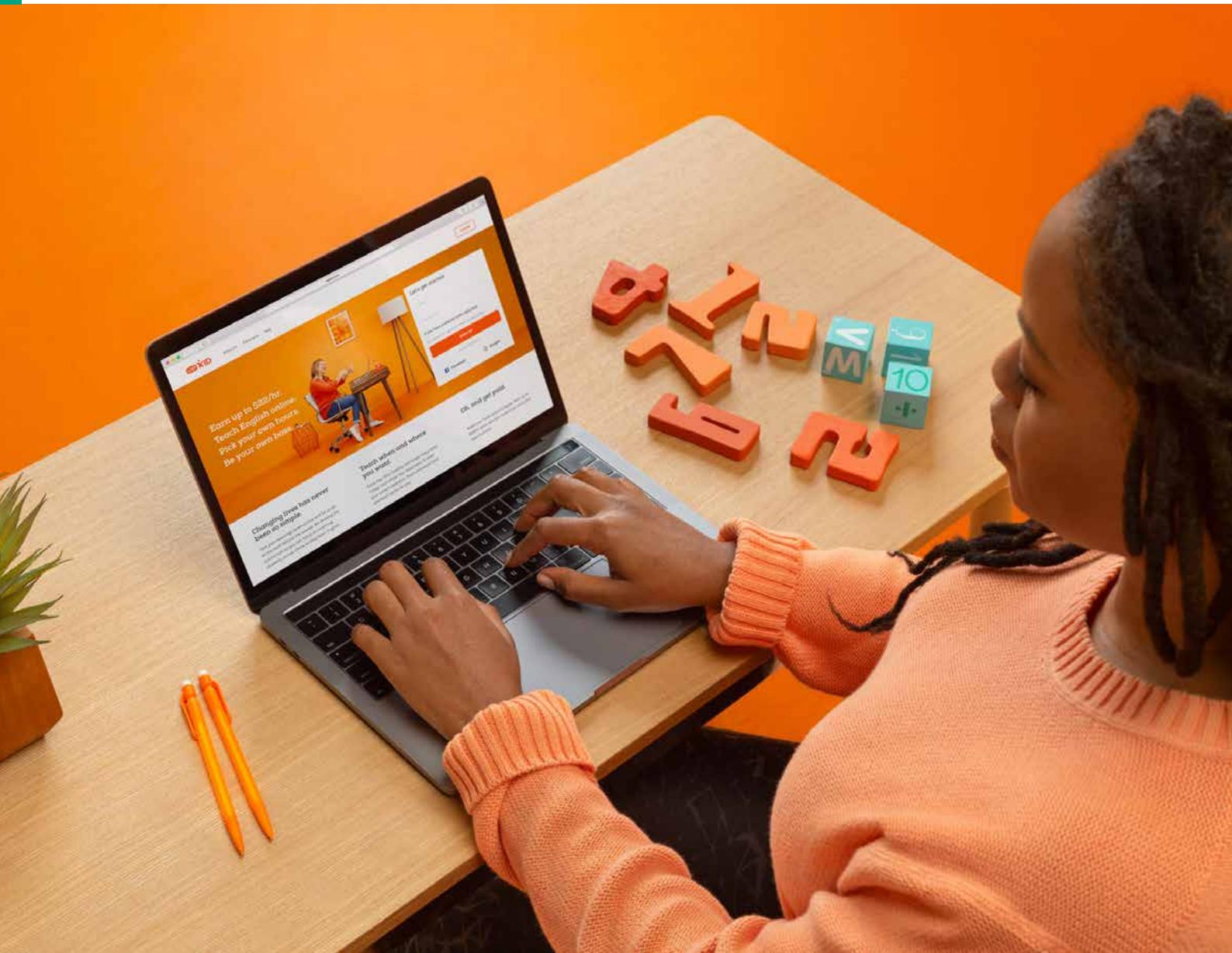




# Your 2021 Guide to Getting Started with VIPKid



# Table of Contents

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## Part I: Overview: Teach with VIPKid

## Part II: Application Requirement and Process

[Why Teach With VIPKid?](#)

[Teacher Requirements](#)

[Application Process](#)

[Teaching Hours](#)

[Technical Requirements for Teaching](#)

## Part III: Frequently Asked Questions

1. What do you need to get started?
2. What is the application process to teach with VIPKid?
3. How long will it take from signup to signing a contract to teach with VIPKid?
4. Do I need a resumé to sign-up?
5. How do I check my application status?
6. Can I apply if I don't have a bachelor's degree?
7. How does VIPKid verify the degree?
8. What if I have a degree from outside the United States or Canada?
9. Do I have to pay for the background check?
10. What materials do I need to prepare to sign the contract?
11. Do teachers always teach the same students?
12. Are there resources available for those interested in signing up?
13. Is there a minimum hour requirement?
14. Can I take a break or go on vacation?
15. Is there a maximum number of hours a teacher could teach?
16. I am a new teacher, and I have not been booked for a while. Did I set my slot availability wrong?
17. Do students take classes during holidays?
18. What are the computer requirements to teach with VIPKid?
19. Can I teach with VIPKid on a Chromebook?
20. What are the recommended teaching accessories?
21. Can I teach with VIPKid while traveling?

## Part IV: Appendix

# Part I: Overview



## Before You Teach with VIPKid

### What You Should Know

- » Teach from anywhere
- » Flexible hours
- » Lesson plans and curriculum are already prepared
- » No need to speak another language!

### What You'll Need

- » A four-year degree
- » Minimum of two years of experience in teaching or working with children
- » Work authorization in United States or Canada
- » Reliable technology

### Recommendations for Your Classroom

- » HD webcam of at least 2 megapixels
- » Headset with a microphone
- » Classroom background (virtual backgrounds are not supported)
- » Quality lighting

## Application Process

### Step 1 Create a Teacher Account

- » Create an account with VIPKid and fill out an online application form

### Step 2 Record a Demo Lesson

- » Prepare for the lesson ahead of time with the provided materials
- » Record a short demo lesson on our website or the VIPKid Teach app

### Step 3 Become Certified

- » Teach a mock class with a teacher mentor
- » Wait for feedback and suggestions
- » Receive your certification!

### Step 4 Sign a Contract With VIPKid

- » Upload a few required documents
- » Complete a standard background check
- » Complete additional material
- » Now you're ready to teach!

## About VIPKid

### Tech Requirements

- » Device: Desktop, Laptop, MacBook, iPad, or Microsoft Surface
- » Operating system: Windows 7, 8 and 10; Mac OS 10.X or higher operating system (Linux and Chrome OS are NOT supported by VIPKid)
- » Hardware: ≥ Intel i5 processor; ≥ 8GB RAM
- » Internet: High-speed internet connection of ≥ 25 Mb/s

### Your Hours

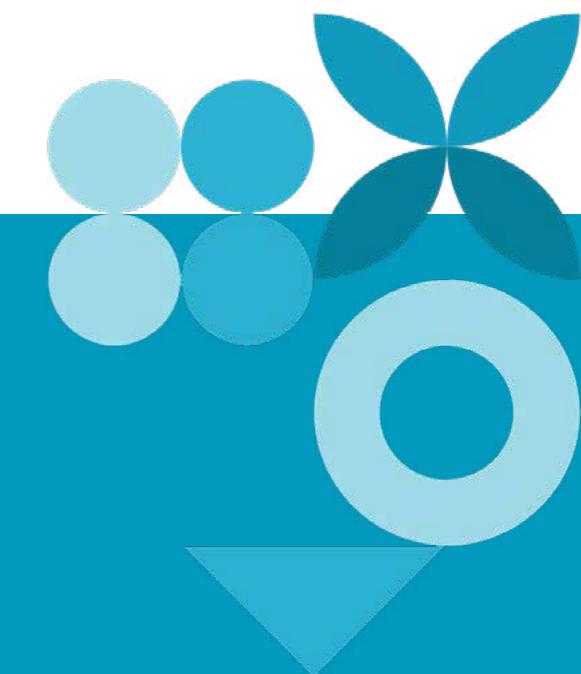
- » Each class is 25 minutes
- » There's no minimum hour commitment
- » The more you teach, the more you earn
- » Set your own schedule in advance
- » The peak times are when teachers get the most bookings! This often happens around 6 p.m.–9 p.m. Beijing time.

Time Zone (Nov–March)	Mon–Fri	Sat/Sun
Hawaii	12 a.m.–3 a.m.	3 p.m.–4 a.m.
Pacific	2 a.m.–5 a.m.	5 p.m.–6 a.m.
Mountain	3 a.m.–6 a.m.	6 p.m.–7 a.m.
Central	4 a.m.–7 a.m.	7 p.m.–8 a.m.
Eastern	5 a.m.–8 a.m.	8 p.m.–9 a.m.
UK	10 a.m.–1 p.m.	1 a.m.–2 p.m.

Time Zone (Mar–Nov)	Mon–Fri	Sat/Sun
Hawaii	1 a.m.–4 a.m.	4 p.m.–5 a.m.
Pacific	3 a.m.–6 a.m.	6 p.m.–6 a.m.
Mountain	4 a.m.–7 a.m.	7 p.m.–8 a.m.
Central	5 a.m.–8 a.m.	8 p.m.–9 a.m.
Eastern	6 a.m.–9 a.m.	9 p.m.–10 a.m.
UK	10 a.m.–1 p.m.	2 a.m.–3 p.m.

## Part II:

# Application Requirements and Process



# Why Teach With VIPKid?



## Teach From Anywhere

From the comfort of your living room, kitchen, or anywhere else, you can teach from almost anywhere in the world. Everything is online, so no need to commute!



## Flexible Hours

You set your own schedule. You can teach as many hours as you like. There's no minimum hour commitment. See more information under Teaching Hours.



## Lesson Plans? Check!

Our curriculum team has already prepared materials for every class, so you will always feel supported and have resources available to you.



## English-Only Classrooms

VIPKid offers full English immersion for our students, so there's no need to speak any other languages. But who knows? Your students might teach you a thing or two!

# Teacher Requirements



## Teaching Experience

We recommend that you have at least two years of experience in teaching or working with children. This could be tutoring, mentoring, or even coaching!



## Bachelor's Degree

VIPKid requires our teachers to have at least a four-year degree from a university. But don't worry, this degree can be in any field or major.



## Work Authorization in U.S. or Canada

You must be legally eligible to work in the United States or Canada.



## Reliable Technology

This shouldn't be a shocker, but a virtual class requires a few technical things to make it happen. Learn more about [Technical Requirements](#).

Learn more about our [Recruitment Process](#).

# Application Process

<https://www.vipkid.com/teach/application-process>

The length of time the application process takes can vary depending on your schedule and the preparation time you need. Most applicants start teaching with VIPKid within two to three weeks.



## 1. Create a Teacher Account (5 min)

[Sign up](#) for a teacher account and provide some basic information about yourself. Before doing that, you might want to check [Teacher Requirements](#) for eligibility.



## 2. Record a Demo Video (30 min)

Get a taste of what it's like teaching English online and record a short demo lesson. We'll tell you exactly what to expect and how to prepare, so don't worry.

When recording your demo video, you can either record a demo lesson on the VIPKid website or a shorter Smart Demo lesson on the VIPKid Teach app. Here are five tips to keep in mind when you record your demo video:

- Stay on track with the lesson objective
- Speak slowly, clearly, and with appropriate language for the student's English level
- Use TPR (could include hyperlink to blog?)
- Model vocabulary words with props and visual aids
- Repeat the vocabulary word/sentence twice with the student



## 3. Become Certified (2-3 hours)

Meet one-to-one with a current VIPKid teacher to teach a mock class. Take the feedback and guidance you receive at the end of your mock class, and you'll be on your way to teaching English online like a pro.



## 4. Sign a Contract with VIPKid (30 min)

Upload a few required documents to complete a standard background check, and you're ready to sign your first VIPKid contract! Next thing you know, you'll be teaching English online to students around the world!

# Teaching Hours

When we say flexible, we mean it.  
<https://www.vipkid.com/teach/teaching-hours>

## Create a Schedule That Works for You

### 25-Minute Classes

Each VIPKid class consists of 25 minutes of active teaching time. Our short classes ensure that lessons never drag on and students stay engaged.

### Flexible Hours

There's no minimum hour commitment. You can teach as many hours as you'd like. Remember, you're in the driver's seat. Learn more about [Teacher Pay](#).

### Your Own Schedule

Set your teaching availability in advance either online or in the VIPKid Teach app. If you need to change your schedule, you can cancel classes from the VIPKid Teach app.

## Most In-Demand Times

### Peak Peak Time (PPT)

Keep these times open on your schedule. Peak peak times (PPT) are the most requested hours by students, normally 6 p.m.–9 p.m. Beijing time. Teachers who are available during peak times book more lessons (and make more money)!

### Time Zone Table of Peak Peak Time

Time Zone (Nov–March)		Daylight Saving (Mar–Nov)			
Mon–Fri	Sat/Sun	Mon–Fri	Sat/Sun		
Hawaii	12 a.m.–3 a.m.	3 p.m.–4 a.m.	Hawaii	1 a.m.–4 a.m.	4 p.m.–5 a.m.
Pacific	2 a.m.–5 a.m.	5 p.m.–6 a.m.	Pacific	3 a.m.–6 a.m.	6 p.m.–6 a.m.
Mountain	3 a.m.–6 a.m.	6 p.m.–7 a.m.	Mountain	4 a.m.–7 a.m.	7 p.m.–8 a.m.
Central	4 a.m.–7 a.m.	7 p.m.–8 a.m.	Central	5 a.m.–8 a.m.	8 p.m.–9 a.m.
Eastern	5 a.m.–8 a.m.	8 p.m.–9 a.m.	Eastern	6 a.m.–9 a.m.	9 p.m.–10 a.m.
UK	10 a.m.–1 p.m.	1 a.m.–2 p.m.	UK	10 a.m.–1 p.m.	2 a.m.–3 p.m.

# Technical Requirements

<https://www.vipkid.com/teach/technical-requirements>



### Device

Teachers are required to have a desktop, laptop, MacBook, iPad, or Microsoft Surface. Chromebooks are not currently supported on VIPKid.



### System Requirements

VIPKid teachers must have: Windows 7, 8, or 10, or Mac OS 10.X or higher (Linux and Chrome OS are not currently supported), Intel i5 processor or higher, 8GB RAM or higher



### Network

A Fast and stable internet connection will make for a smooth teaching and learning experience. We recommend a wired high-speed internet connection of ≥ 25 Mb/s.



### VIPKid Teach App

The VIPKid Teach App includes stickers, animations, sound effects—anything you need to make your classroom a fun place from your fingertips!

## Recommendations for Your Classroom



### HD Webcam

The better the camera, the more clearly your students can see you! A camera with a resolution of at least 2 megapixels is considered high quality.



### Headset, With a Microphone

A comfortable noise-cancelling headset will make your teaching experience more enjoyable, and the crisp sound will help your students hear you better. Remember, they'll be repeating after you!



### Background

Parents and students love seeing a professional and educational background. Having a bright and fun backdrop can help attract and engage young students. We love vibrant colors, especially our orange, Teacher Tangerine.

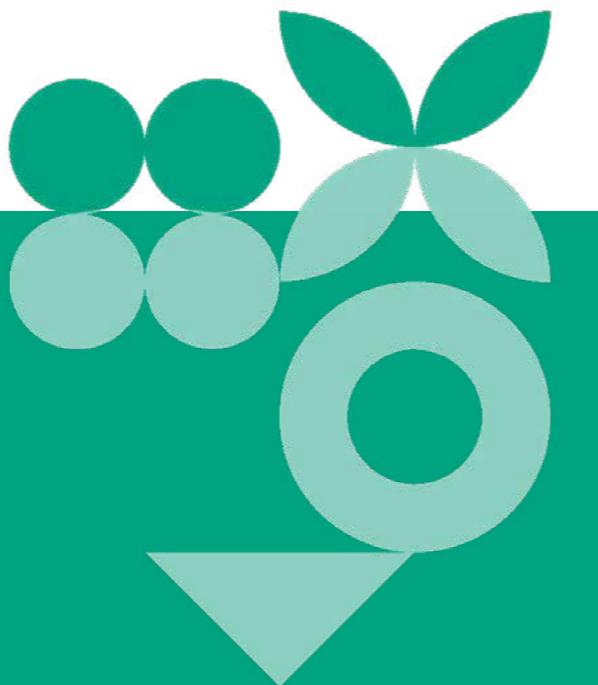


### Lighting

Get that spotlight ready! Bright, happy spaces lead to bright, happy learners. We recommend a full-size selfie ring or clip-on selfie rings to eliminate shadows on your face.

## Part III:

# Frequently Asked Questions



## I Requirements & Applications

### 1. What do you need to get started?

- To teach with VIPKid, you must have:
  - ii. At least two years of experience teaching or working with children.
  - iii. A four-year degree from a university (in any field of study)
  - iv. Legal eligibility to work in the United States or Canada
  - v. Reliable tech equipment. Learn more about [Technical Requirements](#).
- Learn more about [Teacher Requirements](#).

### 2. What is the application process to teach with VIPKid?

- Create an account with VIPKid and fill out an online application form.
- Complete a short demo lesson. Our teams will review it, and if you show you have the necessary skills, you'll hear from us!
- Review materials on VIPKid's curriculum, teacher standards, and technology requirements.
- Teach a mock class with a current VIPKid teacher to prepare you for teaching.
- Complete your profile and sign your VIPKid contract. You're ready to start teaching!

### 3. How long will it take from signup to signing a contract to teach with VIPKid?

- The length of time varies depending on your schedule and the preparation time you need. Most applicants take two to three weeks from sign-up to become a teacher with VIPKid.

### 4. Do I need a resumé to sign-up?

- No, you don't need a resumé. If you are eligible to teach, just sign up and start from there.

### 5. How do I check my application status?

- Once you start the sign-up process, you can always check the status of your application by logging back into your VIPKid account. We'll send you emails at each stage reminding you what to do for the next step, so keep an eye on your inbox!

### 6. Can I apply if I don't have a bachelor's degree?

- We require you to have at least a bachelor's degree to be eligible to teach.

### 7. How does VIPKid verify the degree?

- You must submit proof of the degree with one of the following:
  - i. A photo of your physical bachelor's degree certificate
  - ii. A copy of your official transcript from your institution (a signed and sealed or watermarked version of the transcript)
  - iii. Degree verification from National Student Clearinghouse
  - iv. A verification letter from your institution's registrar office (signed and sealed or watermarked)

## **8. What if I have a degree from outside the United States or Canada?**

- This would be valid. You just need to provide an official translation with the original copy.

## **9. Do I have to pay for the background check?**

- No, you don't have to pay. You only need to authorize VIPKid to perform a background check. Due to varying state laws, you may need to print the authorization form and sign it instead of signing it online.

## **10. What materials do I need to prepare to sign the contract?**

- A copy of your bachelor's Degree
- Document/proof of work authorization in the United States or Canada (valid driver's license or passport)
- A copy of your K-12 teaching credential or ESL certificate (if you don't have these certificates, no worries, you can get certified with us!)
- Profile materials: This is to introduce yourself to students, which helps your bookings once you start teaching
  - i. Three photos
  - ii. A self-introduction paragraph
  - iii. A self-introduction video (15 seconds)

## **11. Do teachers always teach the same students?**

- No, but students and their parents will often choose to book the same teacher if the lesson goes well! Teachers can teach any student who books their class.

## **12. Are there resources available for those interested in signing up?**

- Once you begin the sign-up process, you will have access to optional tutorials, webinars, and even free online coaching.

## **| Teacher Hours**

### **13. Is there a minimum hour requirement?**

- There is no commitment—you can work as much or as little as you'd like.

### **14. Can I take a break or go on vacation?**

- Yes, you can! The world is your oyster and flexibility is one of the best perks when teaching with VIPKid. Just make sure to change your slot availability beforehand.

### **15. Is there a maximum number of hours a teacher could teach?**

- VIPKid sets no limit on how much a teacher can teach—you have 100% control over your schedule. However, non-peak times may not be as popular among our students, as they are not available for classes (they are likely in school or asleep). Please also be advised that the amount of time it can take to get a relatively steady stream of classes can vary as students and parents get to know and try out new teachers.

### **16. I am a new teacher, and I have not been booked for a while. Did I set my slot availability wrong?**

- The best chance to get booked is during peak peak time (PPT), which is 6:00 a.m.–9:00 a.m. (EDT). More details can be found on the time zone comparison chart above.
- If you open your time slot and set everything correctly, please just be a little patient. A great profile picture and a detailed description may help as well.

### **17. Do students take classes during holidays?**

- Chinese holidays are slightly different from U.S. holidays. Students are less likely to take classes during Chinese holidays, such as Lunar New Year. During U.S. holidays, though, students are taking classes just as they do during normal school time. If you are unavailable to teach or want to take some time off, simply turn off your schedule during the holidays. Remember, you set your own schedule.

## I Technical Requirements

### 18. What are the computer requirements to teach with VIPKid?

- Desktop, laptop, MacBook, iPad, or Microsoft Surface
- Windows 7, 8, or 10; Mac OS 10.X or higher operating system (Linux and Chrome OS are NOT supported by VIPKid)
- ≥ Intel i5 processor
- ≥ 8 GB RAM
- High-speed internet connection of ≥ 25 Mb/s

### 19. Can I teach with VIPKid on a Chromebook?

- After you become a teacher with VIPKid, you will not be able to teach classes on a Chromebook. You can teach on a desktop, laptop, MacBook, iPad, or Microsoft Surface.

### 20. What are the recommended teaching accessories?

- A headset (such as Logitech H151 or H150)
- A webcam (such as Logitech C270 or Logitech C310) or a high-quality built-in camera
- A backup power supply and mobile hotspot in case you experience power outages or blackouts in your area
- A backup device such as an iPad
- A camera with a resolution of at least 2 megapixels is considered high quality and well functioning
- A blue or clear white-based light or lightbulb that is positioned to shine a light on your face

### 21. Can I teach with VIPKid while traveling?

- Yes! Lots of teachers on the VIPKid platform choose to teach on the go. We only ask that you bring your teaching materials (or suitable substitutes). These include a classroom background, basic props, and preferably a portable selfie light to ensure good lighting. Most importantly, please ensure you will have a strong Wi-Fi connection. If you won't have Wi-Fi access, make sure you have a portable hotspot. .

## Part IV: Appendix



<https://www.vipkid.com/teach/teacher-requirements>  
<https://www.vipkid.com/teach/application-process>  
<https://www.vipkid.com/teach/teacher-pay>  
<https://www.vipkid.com/teach/teaching-hours>  
<https://www.vipkid.com/teach/technical-requirements>



### Let's Chat

Still have some questions for us? Well, we have answers.

[CONTACT US](#)



### Media Inquiries

Here's how you can get in touch with us about press inquiries.

[EMAIL US](#)