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| **TELETANDEM PARTNERSHIP**  **PRELIMINARY INFORMATION** | | | | | | | | | | | | |
| **FOREIGN UNIVERSITY (FU):** | | |  | | | | | **PLACE INTERACTION:** | | |  | |
| **BRAZILIAN UNIVERSITY (BU):** | | |  | | | | | **PLACE INTERACTION:** | | |  | |
| **# STUDENTS (FU)\* (expected or definite? Please, especify):**  **\*Please, use one template for each student group** | | |  | | **PROFICIENCY LEVEL:** |  | | **PERIOD (BEGINNING AND END):** | | |  | |
| **Time (FU) BEGINNING AND END OF SESSIONS:** | | |  | | **DAYS OF THE WEEK:** |  | | **# OF INTERACTIONS:** | | |  | |
| **MEDIATORS (FU)**  **(NAME AND E-MAIL):** | | |  | | | **MEDIATORS (BU)**  **(NAME AND E-MAIL):** | |  | | | | |
| **SCHEDULE OF INTERACTIONS** | | | | | | | | | | | | |
| **DATE:** |  |  | |  |  |  |  | |  |  | |  |
| **TIME BR:** |  |  | |  |  |  |  | |  |  | |  |
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| **TIME BR:** |  |  | |  |  |  |  | |  |  | |  |

We recommend the following site to calculate time differences: <http://www.timeanddate.com/worldclock/converter.html>. Please, consider the Brazilian and foreign holidays when planning the schedule.

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| **TELETANDEM PARTNERSHIP**  **LIST OF PARTICIPANTS** | | | | | | |
| **STUDENT NAME (FU)** | **E-mail** | **Skype** |  | **STUDENT NAME (BU)** | **E-mail** | **Skype** |
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