

# Global Village Vancouver Teacher Training & Services

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<p style="text-align: center;"><b>GV VANCOUVER TEACHER TRAINING &amp; SERVICES</b> <b>CAMBRIDGE ESOL CELTA PROGRAM - INFORMATION PACK</b></p>
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## What is the CELTA program?

- The Certificate in English Language Teaching to Adults (CELTA) program is an introductory course for people who have little or no previous English language teaching experience
- It may also be suitable for people with some previous experience, but little previous training in English as a Second Language (ESL)
- It deals with basic principles of effective teaching, and a range of practical skills and techniques for teaching ESL to adult learners
- The course includes a supervised teaching practicum, observation of experienced teachers, methodology sessions, and practically focussed written assignments
- The CELTA is one of the most highly recognised international pre-service teacher training programs, and has been offered since the 1960's. There are currently 200 approved CELTA centres in 38 countries, training between 8,000 - 10,000 teachers each year ([www.CambridgeESOL.org](http://www.CambridgeESOL.org))
- The CELTA is recognised by TESL Canada. It is actively sought after by ESL employers, at home and overseas ([www.tesl.ca](http://www.tesl.ca))
- The CELTA course has many quality control measures in place to ensure the standard of training provision meets the requirements of Cambridge ESOL. All CELTA centres have to be approved annually to operate; all CELTA tutors have to undergo approved trainer training programs; all CELTA courses are visited for one day by an external Assessor

## What requirements do I need to meet to apply for the CELTA program?

- You have to be at least 18, preferably over 20
- You must be educated to a level equivalent to allow access to Higher Education in your home country. Be aware that in many countries, including Canada, a degree is also essential to work as an ESL teacher
- English does not have to be your first language. If it is not, you need to show you have a standard of English which will allow you to follow the course/teach at a range of levels.

## When can I take the CELTA program at GV Vancouver Teacher Training & Services?

### 2010 Dates

#### FULL-TIME

- 11 Jan – 5 Feb
- 15 Feb - 12 Mar
- 3 May – 29 May
- 5 Jul – 30 Jul
- 7 Sept – 2 Oct
- 1 Nov – 27 Nov

#### PART-TIME (Monday, Wednesday, Thursday 5 pm – 9:30 pm)

- 8 Feb – 30 Apr (depending on numbers)

Note 1: The course starts with a Preparatory Task which will be given to each course participant at least one week before class begins.

Note 2: Where a statutory holiday falls within course dates the work will be made up.

GV Vancouver is also offering the Cambridge In-service Diploma in English Language Teaching to Adults ([DELTA](#)), and the [CELTA-YL Extension](#) program.

## **How is the CELTA program at GV Vancouver Teacher Training & Services organised?**

All courses are approximately 130-140 hours.

Full time courses run from 9.00 am - 6.00pm, Monday through Friday.

Part time courses usually run for 3 evenings a week (Monday, Wednesday and Thursday 5 – 9:30).

Those candidates whose job commitments do not allow them to arrive promptly at 5:00 pm should ensure that they are able to arrive at least before 5:30. Part time course participants will also be required to attend morning/early afternoon classroom observations of experienced teachers on four separate occasions.

There is a minimum of 120 hours reading/preparation time outside course hours.

The course includes:

- Interactive and participative methodology sessions led by Course Tutors
- On-site supervised teaching practicum to two levels of multilingual classes
- Extensive lesson preparation support and post lesson feedback
- Observation of peers and experienced classroom teachers
- Four short written assignments
- Significant support for ongoing professional and career development

For two tutors, there is a maximum of 12 candidates, with a 6:1 ratio for practicum work.

The syllabus is laid down by Cambridge ESOL, University of Cambridge Local Examinations Syndicate (UCLES)

## **Who are the CELTA Tutors at GV Vancouver Teacher Training & Services?**

Marie Morgan and Tillat Khalid are the CELTA tutors and Teacher Training Co-ordinators at GV Vancouver Teacher Training & Services. Between them, Marie and Tillat have 40 years' ESL teaching experience

- Between them, Marie and Tillat have 20 years' experience of running CELTA programs
- They have taught and trained in Canada, the US, the Middle East, Europe, and Australia
- Both tutors are Assessors for Cambridge ESOL, and visit other CELTA courses on behalf of Cambridge

The teaching team also includes Aly Bardai as one of the tutors. Aly has taught ESL in Canada and Japan and has worked on a number of CELTA courses here at Global Village Vancouver.

### **Who takes the CELTA program?**

- People come from all walks of life and all age groups
- Many are local; a number come in from other provinces, from the US or overseas
- Some people have never taught before; some have taught ESL before, either in Canada or overseas
- Some are native speakers; some have English as a 2<sup>nd</sup> or 3<sup>rd</sup> language

### **What are the facilities at GV Vancouver Teacher Training & Services like?**

- GV Vancouver has two sites located in downtown Vancouver, close to public transportation
- The school is a very dynamic and friendly place, with over 40 ESL classes running during the day and evening
- GV Vancouver is open from 8.00 am - 9.00pm, Monday, Wednesday, Thursday; until 6.00pm on Tuesday and Friday
- GV Vancouver provides classroom space, classroom equipment, on site library of CELTA reference books and resource materials for the course

### **How much does it cost to take the CELTA course at GV Vancouver Teacher Training & Services?**

- \$30 CDN application processing fee (non-refundable)
- \$2,500 CDN course fee - this includes a \$500 registration deposit (non-refundable).
- The fee includes all course materials and a methodology reference text.
- Fees can be paid in cash, by cheque, by credit or debit card
- There is a refund policy for course fees for withdrawals following the offer of a place

### **Can I get funding to take the CELTA course at GV Vancouver Teacher Training & Services?**

Some people apply for funding through Human Resources Canada and EI. You need to apply to your local office, and inform Course Co-ordinators at application/interview

On occasion, some people can find funding through Retraining Schemes

### **I'm from out of town. What about accommodation?**

- You can choose a homestay arranged by the school ([smayhew@gvenglish.com](mailto:smayhew@gvenglish.com))
- You can check out facilities at the YWCA Hotel Residence ([www.ywcahotel.com](http://www.ywcahotel.com))
- You can check out facilities at Shaughnessy Village, a short bus ride from GV ([www.shaughnessyvillage.com](http://www.shaughnessyvillage.com))

## **How are candidates assessed?**

There are no final written exams; work is graded through continuous assessment

This assessment is carried out by Course Tutors in 3 areas:

- teaching practicum
- written assignments
- professional development

An external Assessor, appointed by Cambridge ESOL, moderates each course to ensure standardisation of assessment

Final grades are awarded after the course is completed

There are 3 grades: Pass, Pass B, Pass A. Most people will be awarded a Pass grade, which is accepted by, and acceptable to, employers.

People who do not meet the published criteria for coursework cannot be awarded a Pass grade and about 7% of all candidates each year fail the CELTA program.

You will receive provisional notification of your award usually within a week of course completion. Certificates from Cambridge ESOL can take between 1-3 months to arrive.

## **What are my job prospects with a CELTA?**

With a CELTA Certificate, and in most cases, a Degree, it is possible to work in Canada and overseas in private language schools, even without previous teaching experience.

With a CELTA Certificate, a degree, and previous ESL teaching experience, you can apply to private language schools and Community Colleges.

The course does not provide you with a job, but we do spend a number of sessions dealing with sources for jobs, resume writing, application and interview procedures.

Most candidates who stay in Vancouver, or go elsewhere in Canada, will start as 'substitute teachers' at private language schools. At certain times of the year, like summer, short contracts are more readily available. A full-time workload for a new teacher should be about 20-25 hours contact time per week

Salaried, full time positions are available in Canada for those teachers with more experience, and for those going overseas to work

There is work in Japan, Taiwan, China, Thailand, Eastern Europe, Central and South America, Turkey, Korea, the Middle East, and Australia. If you have access to an EU passport, it is also possible to work in Western Europe.

Check out Dave's ESL Café - [www.eslcafe.com](http://www.eslcafe.com)

## **How does CELTA compare with other TESL training programs?**

TESL is a generic name, standing for Teaching English as a Second Language. Many institutions call their own training programs by this term. The Cambridge CELTA course is one example of a TESL

program, but it is not the property of a school or institution. It is one of the Cambridge ESOL Awards validated by Cambridge University (UCLES)

The CELTA program is based on an 'integrated model' of teacher training - that is, 'learning through doing'. The teaching practicum is integrated into course content from the early days of the course. There is a minimum of theory, and lots of application of that theory, in supervised conditions, against the background of published criteria. Many Canadian/US teacher training programs provide all the theoretical input at the beginning of the course, and leave the practicum until the end

The ratio of tutor/student is very good on CELTA courses - 6:1 for the practicum component, and 12:1 for methodology components

It is a very practical program, with significant attention paid to lesson planning and delivery, materials' exploitation, self reflection and collegial feedback on lessons, and professional development post CELTA

### **What advice would you give me?**

Consider your learning style when choosing an ESL training program. For those of you who like/need significant processing time when dealing with new information/ideas, consider taking a longer, extended program rather than a short intensive one

If accepted onto a CELTA program, complete the Preparatory Task thoroughly, as this will give you an excellent grounding.

Take the commitment to the program seriously; organise your personal matters so that you can really devote your full attention to this short course and gain most from it

Be as rested as you can when you start the program, and be in good health. Bring your sense of balance, your sense of humour, and your commonsense when packing.

GV has wireless internet access so bring your laptop (and wireless networking card) if you want.

### **How do I apply for the GV Vancouver Teacher Training & Services CELTA program?**

Application/Information Packs can be:

- picked up in person at GV Vancouver Teacher Training & Services, Suite 101-888 Cambie Street
- mailed to you
- downloaded from **GV Vancouver Teacher Training & Services** website: [www.gvcareer.com](http://www.gvcareer.com)

### **What do I do next?**

Complete the application form and the application task. **Remember to use a grammar reference** to help you with the application task.

Return all required paperwork to GV Vancouver Teacher Training & Services. To avoid unnecessary delays, make sure that you have completed all sections of the form and task, and that you have included all the necessary paperwork requested. (Fax number, if necessary: +1 604 684 2124)

Return to us:

- application form

- application task
- Resume
- application processing fee (\$30 CDN); cheque to 'GV Vancouver Teacher Training & Services'
- 1 passport sized photo

### **Will my application automatically be accepted?**

No. There are several steps to being accepted onto the CELTA course. Returning your completed application form is the first step. Simply applying does not mean that you will be given an interview, or a place on a course; this is the first stage in the process

When we receive your completed application form, we will send you an acknowledgement of receipt

A CELTA Course Tutor will read the applications, and will select those people who will be called for an interview. You will be contacted whether you have been selected or not. Please ensure that we have a legible and current email address for you on your forms

**NOTE:** please do not book flights/accommodations until you have been given a firm offer of a place on a course

### **How are the interviews organised?**

The interview process usually includes a group information Q/A session, on site written and oral tasks, and a 1-1 personal interview

For out of town/overseas' applicants, we will set up a phone interview, at your expense

Successful interviewees will be offered a place on a course, and will be sent an Acceptance Pack, including a contract letter, refund policy and the Preparatory Task.

Unsuccessful interviewees will be contacted in writing or by email

### **Who do I contact if I have more questions about the CELTA course at GV Vancouver Teacher Training & Services?**

Contact the Teacher Training Co-ordinators, Marie Morgan or Tillat Khalid, at

[cambridge@gvcareer.com](mailto:cambridge@gvcareer.com)

They will be happy to answer your questions.