

CELTA

(Certificate in Teaching English to Speakers of Other Languages)

What is the CELTA course and who is it for?

The CELTA (Cambridge Certificate in Teaching English to Speakers of Other Languages) is an initial training course in teaching English as a foreign language designed for those with little or no previous teaching experience. It is also suitable for people who have already taught English but have no formal teaching qualifications and teachers of other subjects who wish to retrain as English language teachers. Although designed for native speakers of English, it is also open to non-native speakers who have native speaker competence in both spoken and written English.

Applicants must fulfil the following requirements:

- Aged 18 +
- Level in English: Native English speaker or equivalent (C1+ to C2 or Advanced CAE 'A' or 'B' grade or IELTS 7.5)
- Academic Requirement: University Entrance (UE) or equivalent
- Have the potential to develop the necessary skills to become effective teachers and to complete successfully the written assignments and the assessment of practice teaching

CELTA courses are run at Cambridge English Teaching Awards approved centres worldwide all year round. Certificates are awarded by Cambridge English Language Assessment. Cambridge English approves all aspects of the course including the course programme, the trainers, and facilities. CELTA is an internationally recognised qualification and is the foundation qualification for employment in most recognised language schools. Course tutors are experienced English language teachers who have taught in a wide range of professional situations and are accredited CELTA trainers. All courses are externally moderated by Cambridge English, ensuring that rigorous standards are maintained.

What are the career possibilities with CELTA?

Most non-English speaking countries are very keen to employ Cambridge CELTA trained teachers. CELTA ensures that you have a globally recognised qualification that is accepted as a standard in most parts of the world. Additionally, because of the shortage of teachers with the CELTA, you will be able to be far more selective about where you choose to work and to command better terms and conditions.

The CELTA qualification also gives you access to a range of further study options as your career develops – after a few years of practice you can take the Cambridge Diploma in Teaching English to Speakers of Other Languages (Delta). This course will help you move into academic management, teacher training or materials development, for example.

What help do trainees receive with finding employment after the course?

During the CELTA course, NZLC’s Director of Studies will deliver a Q&A session on how to get your first teaching job. Trainees will attend a workshop dedicated to finding work beyond the course and professional development in English Language Teaching. Assistance will be given in looking for job placements and trainees will receive guidance

in preparing job applications and writing a CV. There is also useful information in the Teachers' Survival Kit booklet provided at the end of the course for post-course support and trainees are invited to join the centre's Facebook page and stay abreast of work and professional development opportunities.

What is the basic CELTA course content?

The core of the course is six hours of teaching practice. In this time, trainee teachers teach a variety of lesson types to adult learners of English at two different levels. The supervised teaching practice is supported with guided lesson planning and personalised feedback on lessons. There are seminars or workshops each day, which include demonstration lessons, discussion of teaching principles and techniques, materials evaluation, and language analysis for teaching purposes. Trainees also observe six hours of teaching by experienced teachers and teacher trainers in language classes at the school or on DVD. In addition, candidates write four assignments (750 -1000 words each) on language teaching and learning.

Sample course timetable (week 1)

TIME	MON	TUE	WED	THU
09:30 - 11:30	Introduction to course	Introduction to language awareness	Receptive Skills	Phonology
11:30 - 12:45	Classroom Management & learner styles	Vocabulary teaching	Presenting Language: Text-based presentations	Foreign language lesson
12:45 - 13:15	Preparation	Teaching Practice Feedback		
13:15 - 14:15	LUNCH			
14:15 - 15:00	Teaching Practice Guidance / Prep			
15:30 - 17:30	Lesson observation & getting to know the learners	Teaching Practice		

CELTA Study Options

The courses run for **20 days over 5 weeks** from 9.30am to 5.30pm, Monday to Thursday. As the course is very intensive, you will also need to allow time in the evenings, on Fridays and weekends for planning lessons and writing assignments.

Is the NZLC CELTA internationally recognised?

Yes it is. NZLC Auckland candidates receive the same internationally recognised Cambridge CELTA certificate as they would at any other centre in the world. Courses may vary from centre to centre but each CELTA centre, trainer and course is externally assessed by Cambridge English to the same high international standard.

Who will train me?

Our tutors have worked internationally and bring a wide range of key experience, qualifications and knowledge to the course. All CELTA trainers undergo a rigorous selection and training process that is monitored by Cambridge.

How is the CELTA course assessed?

The course assessment is continuous; there is no final “exam.” The training centre will make the assessment procedure as transparent as possible. Candidates are able to ask their trainer at any point in the course how they are progressing and what they can do to improve. Candidates are made fully aware of the criteria for assessment throughout the course and are given tutorial sessions to focus on strengths and to identify areas in need of development.

How is the CELTA course graded?

The grades awarded are Pass, Pass B and Pass A and are based primarily on teaching ability and competence in lesson planning. Approximately 67% of candidates are awarded Pass, 5 % Pass A and 24% Pass B. The written assignments are also taken into account for the final grade. Award of the CELTA requires meeting Cambridge criteria for the ability to teach adult learners of English. On very rare occasions, candidates can fail the course if they do not meet the standards. In this case they will not be certified. If any candidate is at risk of failing they are offered additional tutor time and support.

At NZLC we make every effort to be explicit and clear about the grading system. Each lesson is graded with tutor comments explaining the grade and how, if it is appropriate, the grade could be improved for the next lesson. During the course you will have ongoing oral and written feedback and two individual tutorials with your tutor who will explain how you are progressing and support you. A certificate, issued by Cambridge ESOL, is sent out approximately six weeks after the end of the course.

When are the NZLC CELTA planned course dates?

2017

13th March – 13th April

22nd May – 22nd June

4th September – 5th October

13th November - 14th December

*There are no lessons on public holidays and weekends.

Enrolment is restricted to a maximum and a minimum size, so we recommend submitting your application as soon as possible.

On rare occasions NZLC Auckland may cancel a course if the minimum number is not met. This decision will be made 8 weeks before the start of the course. You will be notified and you will be entitled to a full refund of any fees paid to NZLC.

How much does the course cost?

NZ \$3,200 (or NZ \$3,100 with early bird discount) including GST and Cambridge ESOL fee

Course participants are not normally eligible for student loans but any enquiries should be directed to the appropriate authority.

Early bird special: Receive a \$100 discount if you book (and pay the \$500 deposit) 7 weeks before the start date.

What accommodation is available in the area?

The school can arrange homestay accommodation (half board: \$250 per week, plus accommodation arrangement fee \$200) and can advise course participants about hostel or hotel accommodation.

What is the history of NZLC Auckland?

NZLC Auckland (formerly known as Auckland Language Centre) was established in 1984. NZLC Auckland currently has about 450 students representing 25 different nationalities. The school has offered CELTA courses since 1993. In addition we offer a range of teacher development workshops and courses for practising teachers around the country and continuous in-service training seminars.

Where is NZLC Auckland?

NZLC Auckland is a few steps away from Auckland's most vibrant waterfront area, The Viaduct, with stunning views of Waitemata Harbour, world class restaurants, cafés and bars. The central Britomart transport station, ferry terminal, shopping centre and Queen Street are all within walking distance.

Equal Opportunities

NZLC is an Equal Opportunities employer and training centre. We welcome applications from all adults regardless of age, race, gender, physical ability or sexual orientation.

How and when do I enrol?

First you need to complete the application form and email it or send it to the Teacher Training Department at NZLC Auckland.

Teacher Training Department
Level 2, 104 Customs St West,
Auckland 1010, New Zealand
Ph: (+64 9) 303 – 1962 Fax: (+64 9) 309 – 9219
E-mail: training@nzlc.ac.nz

NZLC Auckland is happy to accept copies of completed application tasks from other Cambridge CELTA centres. If your application meets the required standard, we will send you a pre-interview task and arrange for an interview at the school. If you are not in the area and are unable to come to Auckland, we can arrange a Skype interview. While acceptance onto the course does not guarantee a pass grade, the interview process is designed to ensure that only applicants likely to succeed on the course are accepted. If you are accepted, please refer to the following enrolment procedure. On receipt of your payment of the deposit we will send a pre-course task and answer key to help you prepare further. For applicants whose knowledge of English may be inadequate for the CELTA course, NZLC offers the TESOL course and the option to obtain a teaching certificate by sitting the Cambridge Teaching Knowledge Test (TKT). The course also includes teaching practice and a Cambridge assessed teaching module (TKT Practical).

Applicants are advised to apply more than a month before the start date to give themselves time to prepare for the course

Enrolment Procedures for CELTA

If the applicant is successful at the interview stage, the following procedure will apply.

STEP 1:

A deposit of \$500 is paid to reserve your place on the course. At this stage, the pre-course task will be sent out.

STEP 2

The NZLC Enrolments Officer **MUST** receive the below prior to commencement of the course from the student:

- a fully completed and signed NZLC Enrolment Form. The NZLC Enrolments Officer will issue a fees invoice and an initial letter of acceptance stating the student's name, date of birth, period of study, course type and accommodation period.
- full payment
- all flight details (if applicable)

STEP 3:

Upon full payment of fees, the NZLC Auckland Enrolments Officer will issue a receipt of payment and final letter of acceptance stating the student's name, date of birth, period of study, course type and accommodation period and state that all fees have been paid.

STEP 4:

Upon request the receipt of payment and final letter of acceptance are faxed and originals mailed to the agent or the trainee for direct enrolments and if necessary to the appropriate New Zealand Embassy / Consulate.

Note: The signed Enrolment Form represents the contract between the student and the college and all terms and conditions relate to the particular course/s as detailed on the enrolment form.