

# Course Registration

## SECTION 1: COURSE SELECTION AND PERSONAL DETAILS - ALL APPLICANTS TO COMPLETE

Today's Date \_\_\_\_\_ In-class Course Date (must indicate) \_\_\_\_\_

In-class Course Location \_\_\_\_\_

### COURSE CHOICE

#### New students

- Foundation in TESOL (\$1695)
- Certificate III in Teaching English to Speakers of Other Languages (TESOL) - 30502QLD (\$1995)
- Certificate IV in Teaching English to Speakers of Other Languages (TESOL) - 30476QLD (\$2695)

#### Upgrade students

- Certificate III - upgrade from Foundation in TESOL (\$300)
- Certificate IV - upgrade from Foundation in TESOL (\$1000)
- Certificate IV - upgrade from Certificate III in TESOL (\$700)

#### Other courses

- Refresher course\* (\$495)

\* To be eligible for the TESOL Refresher course, you must have completed either a Teach International TESOL course, or a similar qualification from a different company/institution, that is deemed suitable by Teach International (a copy of the qualification will be required with this registration form.)

Your Name							
Address line 1							
Address line 2							
State		Postcode					
Daytime Phone		Mobile Phone					
E-mail address							
Date of Birth		You must be at least 18 years old or 17 with your 18th birthday due within 6 months of your selected in-class course date.					
Next of Kin details		Name:					
		Address:					
		Phone:					
How did you hear about Teach International? (please tick one)		<input type="checkbox"/> Newspaper (please specify) _____		<input type="checkbox"/> TESOL graduate		<input type="checkbox"/> Internet	
		<input type="checkbox"/> Word of mouth / friend		<input type="checkbox"/> Poster		<input type="checkbox"/> Google	
		<input type="checkbox"/> Poster / Flyer		<input type="checkbox"/> OWH / other agent		<input type="checkbox"/> CareerOne	
				<input type="checkbox"/> Story in newspaper _____		<input type="checkbox"/> Other (please specify) _____	

### EDUCATIONAL HISTORY (include courses you have completed, including your final year of high school)

Year	Course / Qualification gained	Name of institution

If you are enrolling in Certificate III in TESOL and have not completed year 10 in Australia or Form 5 in New Zealand or equivalent, include your resume for consideration. If you are enrolling in Certificate IV in TESOL and have not completed year 12 in Australia or Form 6 in New Zealand or equivalent, include your resume for consideration.

### SECTION 2: STUDY TIME FRAMES - ALL APPLICANTS TO READ

Teach International offers a flexible delivery and blended learning opportunity so that students can complete on-line work in their own reasonable time frames. These time frames can vary considerably depending on work and other commitments. However, under normal study conditions the time it will take you to complete your study would minimally be:

Study commitment	Foundation in TESOL (100 hours)	Certificate III in TESOL (110 hours)	Certificate IV in TESOL (220 hours)
Full time (min 20 hrs/week)	5 weeks	6 weeks	11 weeks
Part time (min 10 hrs/week)	10 weeks	11 weeks	22 weeks

### SECTION 3: FEE PAYMENTS - ALL APPLICANTS TO READ

The full course fees must be paid in full by <b>Monday, 10 days prior</b> to commencement of the in-class component.	
Credit Card	<b>Visa/MasterCard/American Express:</b> Please enter your details below. Subsequent payments for outstanding balances can be made by contacting Head Office during working hours.
Cash	Cash can only be accepted at an information session or at Head Office during working hours. For New Zealand customers, cash payments will only be accepted at information sessions.
Money Order	Made out to Teach International
Direct Deposit	Please contact Head Office for bank account details and direct deposit form
Bank Cheque	Made out to Teach International (Personal Cheques not accepted)

#### Credit Card Details - 1.95% surcharge applies

Credit Card Number					-														
Expiry Date	Month:	Year:		Authorisation No: (Last 3 digits above signature)															
Name on Card				Payment amount (+ 1.95% surcharge)															
Payment Option (please circle)	A: Pay in full	B: \$800 deposit	C: In-class stream Instalment Plan		C: Online stream Instalment Plan		Discounts:												
Card Holder's Signature																			

#### Office Use only

Course Cost		Discount (if applicable)		Friend's Discount (if applicable)	
Amount to process		Balance		Receipt Number	
Promo offer					

### SECTION 4: BEHAVIOURAL CONDUCT - ALL APPLICANTS TO READ AND UNDERSTAND

Teach International staff have the right to:

- Bar a trainee from Teach International and practice teaching venues if their behaviour threatens the well being and / or continuously disrupts the learning environment of staff, trainers, trainees, or ESOL students and staff encountered during any practice teaching assignment. Recourse to any such decision would be addressed to the Academic Manager.

The Teach International Academic Manager has the right to:

- Require a trainee to withdraw from their course of study without recourse to refund, if their behaviour threatens the well being and / or continuously disrupts the learning environment of staff, trainers, trainees, or ESOL students and staff encountered during any practice teaching assignment.

### SECTION 5: MEDICAL OR PSYCHOLOGICAL CONDITIONS - ALL APPLICANTS TO READ AND COMPLETE

For medical and psychological conditions, we encourage disclosure, so that we may discuss any possible learning and skills involvement issues by phone. This is so that we may endeavour to explain the difficulties which may face you and offer appropriate support, as we are able.

- I have no known medical or psychological conditions which may impact upon my ability to successfully complete this course;
- I choose not to disclose any know medical or psychological conditions which may impact upon my ability to successfully complete this course;
- I choose to disclose that I have known medical or psychological conditions which I understand may impact upon my ability to successfully complete this course.

Disclosure of medical condition(s):

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*NOTE: Dominant sight, speech and hearing conditions significantly affect your ability to accurately model and demonstrate productive language (speaking and writing).*

Disclosure of psychological condition(s):

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*NOTE: We ask for a letter from an authorised practitioner for psychological conditions, which require medication other than prescribed by a GP, stating that the condition is not severe enough to hinder your ability to undertake a teaching post. If requested, we can send you a sample of a teaching job description.*

## SECTION 6: ENGLISH PROFICIENCY - ALL APPLICANTS TO READ AND COMPLETE

For the purpose of English language teaching, a native English speaker is someone who was educated in an English speaking education system from childhood and is presently competent with standard English usage. Additionally, English was the first language in the home environment and/or English was the commonly spoken language in the country of upbringing.

For any queries regarding the above definition and your circumstances, please contact the Academic Manager on (AU)1300 558 890 or (NZ)0800 832 243.

- I am a native English speaker, according to the above definition - go to Section 7.  
 I am not a native English speaker - continue completing this section.

Select your course below:

Foundation in TESOL	Certificate III in TESOL	Certificate IV in TESOL	Refresher course
<input type="checkbox"/> Provide evidence of IELTS 6.5 or equivalent test results	<input type="checkbox"/> Provide evidence of IELTS 7 or equivalent test results	<input type="checkbox"/> Provide evidence of IELTS 7.5 or equivalent test results	<input type="checkbox"/> Provide evidence of IELTS 6.5 or equivalent test results

Equivalent test results:

	IELTS	TOEFL		Cambridge ESOL	Teach International ESC test
		Paper	Comp		
	9.0	680	300		Equivalent IELTS score given
	8.5	-	-		
	8.0	625	263		
<b>Cert IV in TESOL</b>	7.5			CAE	
<b>Cert III in TESOL</b>	7.0	600	250		
<b>Foundation in TESOL</b>	6.5	575	250	CAE	

IELTS: International English Language Testing System. TOEFL: Test of English as a Foreign Language. FCE: First Certificate in English. CAE: Certificate in Advanced English. CPE: Certificate in Proficiency of English. Teach International's English Skills Competency Test is available from <http://www.teachinternational.com/downloads.EnglishSkillsCompetencyTest.pdf>

### Practice Teaching for Certificate III and Certificate IV Applicants

There is a limitation on assistance Teach International can provide to non native English speakers because the partner schools Teach International work with in Australia and New Zealand require native English speakers teaching their students. In this case, one option is to use your own private students for practice teaching and another option is to complete the practice teaching requirements overseas where you are more likely to find TESOL teaching employment - in which case you can be assessed teaching your own students.

## SECTION 7: TERMS AND CONDITIONS - ALL APPLICANTS TO READ AND UNDERSTAND

### Foundation, Cert III & IV, Refresher courses

- The \$200 deposit is non-refundable.
- The in-class component must be completed within 12 months of initial registration or the deposit amount will be forfeited.
- Due to Intellectual Property laws and restrictions, once a student has made the relevant payment and been sent their Online Instructions via email or post, no refund will be given.
- Should Teach International Pty Ltd cancel any course, participants are entitled to a full refund or transfer of funds to a future course.
- No refund is available to participants who leave before finalising the in-class component of the course unless a medical certificate is produced. In that case, fees may be refunded on a pro-rata basis. However, should participants wish to finalise incomplete modules in a future course, the original fee payment can be used as credit towards that course. Study must be undertaken within three months of the original in-class enrolment date.
- No refund of the Certificate III and Certificate IV upgrade fees will be given to participants who are given access to the relevant Certificate III and IV units and then choose not to complete them.
- You are able to defer an in-class course date once only; for further changes there will be an administration cost of \$50.00.
- Full course fees, or the first instalment amount, are due and payable 10 days prior to commencement of the in-class component.
- Teach International allows a cooling-off period of two days from when a payment is made. If granted, refunds will exclude the \$200 non-refundable deposit, and exclude the amount paid for access to Online components if they have been accessed by customer. A request for a refund within the cooling-off period must be sent in writing (letter or email) to the General Manager and received by Teach International prior to expiration of the two-day time frame.
- Teach International may consider a substitute attendee provided all course fees are paid in full and notice of a substitute attendee is provided at least two days prior to the in-class component. The substitute attendee will receive their own username and password.
- Course prices are subject to change without prior notification by Teach International.

## SECTION 8: DISCLOSURE OF INFORMATION STATEMENT - ALL APPLICANTS TO READ

The details disclosed on this Application form will only be accessible to authorised staff of Teach International.

Information about clients or staff of the college is never given to any third party except in those cases indicated below.

Teach International may be required to provide your contact details to the Training and Employment Recognition Council as part of the audit process to enable the Training and Employment Recognition Council to interview students about the training provided by the organisation.

## SECTION 9: JOB GUARANTEE - ALL APPLICANTS TO READ AND UNDERSTAND

Teach International repeatedly gets positive e-mails from excited graduates who can't believe how quickly the job offers come in once they start the job pursuit process. Teach International equips graduates to conduct an educated and effective job search for themselves.

After completing the in-class component of any level course, you have 100 days to complete the Grammar online course and the first two online electives. The 100 days is not a course-completion time requirement, and longer time frames are usual to complete study at Certificate III and IV levels.

## SECTION 9 continued...

### The stipulations of the job guarantee are as follows:

1. The guarantee period lasts for six months. It begins when you send your first job application and ends six months later. You must send your first application within six months of completing the in-class component of the course.
2. The compulsory online components of the course must be completed within 100 days of completing the in-class component of the course (Foundation course only).
3. The letter of introduction and résumé used in all job applications must follow the guidelines set out by Teach International. These must have been submitted to Teach International via the Student Centre within 30 days of the in-class component (please note: time spent awaiting approval does not count towards these 30 days). The graduate must be able to show copies of all correspondence from the job application process.
4. The graduate must apply for a minimum of 10 jobs in at least three countries within the timeframe of the job guarantee period. (This means you must apply for a total of at least thirty positions).
5. The graduate must follow up on all responses from schools within five days of receipt of correspondence.
6. The graduate, if having trouble finding a job, must seek assistance from Teach International (through his/her TESOL Trainers) within three months of commencing job pursuit.
7. The graduate must use contacts and assistance offered by Teach International through the student centre online and the in-class process.
8. After expiration of the six-month guarantee period, if the graduate has not been offered at least one job (with terms and conditions normal for that country) in one of the countries of choice (see list) a refund must be claimed in writing.
9. Teach International, after thorough evaluation of the refund request, will respond in writing. Any refund offer will be accompanied by a request that the graduate return the TESOL certificate, the TESOL training manual, plus the tax receipt with a note confirming that no use of this tax receipt for income tax purposes has been made prior to receiving the refund. The graduate must also cease to include any reference to his/her training on his/her resume.

### We guarantee that graduates will find a teaching position in ANY of the following locations:

Those with a completed university degree (in any discipline):	Those without a university degree:
<ul style="list-style-type: none"> <li>• South Korea</li> <li>• Japan</li> <li>• Hong Kong</li> <li>• Taiwan</li> <li>• Vietnam</li> <li>• Thailand</li> <li>• Poland</li> <li>• Czech Republic</li> <li>• Spain*</li> </ul> <p>* for those with EU citizenship ** for those with extensive teaching experience</p>	<ul style="list-style-type: none"> <li>• Italy*</li> <li>• Germany *</li> <li>• Portugal *</li> <li>• Brunei **</li> <li>• Saudi Arabia **</li> <li>• United Arab Emirates **</li> <li>• <b>Plus</b> all locations in column to the right</li> </ul>
	<ul style="list-style-type: none"> <li>• China</li> <li>• Cambodia</li> <li>• Indonesia</li> <li>• Russia</li> <li>• Turkey</li> <li>• Azerbaijan</li> <li>• Kyrgyzstan</li> <li>• Kazakstan</li> <li>• Uzbekistan</li> <li>• Slovakia</li> <li>• Slovenia</li> <li>• Laos</li> <li>• All of Central/South America</li> <li>• Africa (via NGOs)</li> </ul>

NB: Information is correct at time of printing. Government regulations change often which may affect work permit requirements.

## SECTION 10: CHECKLIST - ALL APPLICANTS TO COMPLETE

I hereby state that any information I have provided on this form is true and correct. I have read and accepted Teach International's:

- |  |   |
|--|---|
| <input type="checkbox"/> Age requirements (Section 1)                                  | <input type="checkbox"/> Study time frames (Section 2)            |
| <input type="checkbox"/> Fee payment options (Section 3)                               | <input type="checkbox"/> Agree to behavioural conduct (Section 4) |
| <input type="checkbox"/> Disclosure of medical or psychological conditions (Section 5) | <input type="checkbox"/> Terms and conditions (Section 7)         |
| <input type="checkbox"/> Disclosure statement (Section 8)                              | <input type="checkbox"/> Job guarantee (Section 9)                |
- Academic and computer literacy demands of the course (see Student Handbook, which can be downloaded from the Teach International website or previously received in an information pack).
- (*Optional for Cert III & IV applicants*) I am applying for Recognition of Prior Learning (RPL) for all or part of my studies - please attach RPL Application Form. This is optional, because it can be done at a later stage during your studies.

### Inclusions

- (*Refresher Applicants only*) I have included a copy of any previous TESOL qualification, for consideration (see Section 1).
- (*For applicants who do not meet the education history requirements*) I have included my resume for consideration (see Section 1).
- (*For non native English speakers*) I have included evidence of my English level, or submitted an ESC Test, for consideration (See Section 6).

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If you have any further queries or need clarification about your Application for Enrolment, please phone us on +61 7 3211 4633 or (AU)1300 558 890 (local call cost), or (NZ)0800 832 243.

### Applications for enrolment may be:

**Faxed to: +61 7 3211 4644, or**

**Posted to: Teach International, Level 2, 370 George Street, Brisbane QLD 4000.**

An Application Handbook Certificate III and IV is available via our website [www.teachinternational.com](http://www.teachinternational.com)