Teach International Registration and Upgrade Form

Congratulations on taking the first step to **Be the difference** in the world by enrolling in a TESOL course.
Below is a table of courses we offer detailing their components for your perusal. Please tick the appropriate course.

Enrol in our online course and graduate with an **iTESOL CERTIFICATE**

☐ **iTESOL CERTIFICATE** 120hrs
Includes:
Introduction to TESOL online component
Grammar Unit
Teaching English to Adults
Teaching English to Children
(online course only – no in-class or practice teaching)

Enrol in any one of the following Foundation courses to graduate with a **CERTIFICATE IN TESOL**

☐ **Foundation TWO** 100hrs Includes: Grammar Unit + Electives Attend 5 days in-class course	☐ **Foundation FOUR** 140hrs Includes: Grammar Unit + 4 Electives Attend 5 days in-class course	☐ **Foundation SIX** 180hrs Includes: Grammar Unit + 6 Electives Attend 5 days in-class course

Enrol in one of our **ACCREDITED TESOL CERTIFICATES** with practice teaching

☐ **CERTIFICATE III in TESOL** 180hrs Includes: Foundation FOUR components Certificate III Auxiliary Unit Attend 5 days in-class course PLUS 4 hours of practice teaching	☐ **CERTIFICATE IV in TESOL** 310hrs Includes: Foundation SIX components Certificate III and IV Auxiliary Units Attend 5 days in-class course PLUS 6 hours of practice teaching
☐ **Refresher Course** 40hrs Includes 5 days in-class course and manual Plus 6 months extension for TI students	☐ **Study Overseas Programme (SOP) Destination Fee** Fee does not include your flights or accommodation

Your course City: _____ **In-class date**: _____

Teach International collects the information on this form to record the student's course application to meet the Registered Training Organisation guidelines. Only authorised Teach International registrar and trainer has access to this information. Your personal information will not be disclosed to any other third party, without your consent, unless authorised or required by law, in accordance with the Information Privacy Principles. This registration is not complete until payment is received in full and online access to our student centre is not permitted until we receive your completed and signed registration form.

Personal Details

1) **Enter your full name as per your passport**
Given Names: _____
Surname: _____

2) **Your date of birth**
Day/Month/Year | | | |
You must be 18 years of age or over to enrol in our courses

3) **Gender**
☐ Male ☐ Female

4) **Please enter your address, phone and email:**
Flat/Unit number
Street number and name
Town/Suburb/City
State/Territory/Country Postcode
Phone: Mobile:
Email:

5) **In case of emergency during in-class course or practice teaching:**
Name: Phone:

Relationship:

Language and Cultural Diversity

6) In which country were you born?

Australia ☐ 1101 **Other - please specify**

7) Do you speak a language other than English at home?

(If more than one language, indicate the one that is spoken most often.)

No, English only ☐ 1201 Yes, other - Please specify

8) How well do you speak English?

Very well	☐ 1
Well	☐ 2
Not well	☐ 3
Not at all	☐ 4

"For the purposes 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"

☐ I am a native English speaker, according to the above definition.

☐ I am not a native English speaker, according to the above definition.
(You will be required to sit for an English skills competency test, or provide evidence of your English level)

9) Are you of Aboriginal or Torres Strait Islander origin?

(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes.)

No	☐
Yes, Aboriginal	☐
Yes, Torres Strait Islander	☐

Disability

10) Do you consider yourself to have a disability, impairment or long-term condition?

Yes ☐ No ☐ **Go to Question 12**

If YES, then please indicate the areas of disability, impairment or long-term condition:

(You may indicate more than one area.)

Hearing/Deaf	☐ 11
Physical	☐ 12
Intellectual	☐ 13
Learning	☐ 14
Mental Illness	☐ 15
Acquired Brain Impairment	☐ 16
Vision	☐ 17
Medical Condition	☐ 18
Other	☐ 19

NOTE: A staff member from Teach International may call you to discuss your disability further if we feel it may affect your learning or teaching skills

Schooling

11) What is your highest COMPLETED school level? (Tick ONE box only.)

Year 12 or equivalent	☐ 12	
Year 11 or equivalent	☐ 11	If you are enrolling in Certificate IV, please attach resume
Year 10 or equivalent	☐ 10	If you are enrolling in Certificate III, please attach resume
Year 9 or equivalent	☐ 09	
Year 8 or below	☐ 08	
Never attended school	☐ 02	**Never attended school – Go to Question 14**

12) In which YEAR did you complete that school level? _____

13) Are you still attending secondary school?

Yes ☐ No ☐

Previous Qualifications Achieved

14) Have you SUCCESSFULLY completed any of the following qualifications?

Yes	☐ Y	
No	☐ N	**No - Go to Question 17**

15) If YES, then tick ANY applicable boxes.

Bachelor Degree or Higher Degree	☐ 008
Advanced Diploma or Associate Degree	☐ 410
Diploma (or Associate Diploma)	☐ 420
Certificate IV (or Advanced Certificate/Technician)	☐ 511
Certificate III (or Trade Certificate)	☐ 514
Certificate II	☐ 521
Certificate I	☐ 524
Certificates other than the above	☐ 990

Employment

16) Of the following categories, which BEST describes your current employment status?
(**Tick ONE box only.**)

Full-time employee	☐ 01
Part-time employee	☐ 02
Self employed - not employing others	☐ 03
Employer	☐ 04
Employed - unpaid worker in a family business	☐ 05
Unemployed - seeking full-time work	☐ 06
Unemployed - seeking part-time work	☐ 07
Not employed - not seeking employment	☐ 08

Study Reason

17) Of the following categories, which BEST describes your main reason for undertaking this course/traineeship/apprenticeship? (Tick ONE box only.)

To get a job	☐ 01
To develop my existing business	☐ 02
To start my own business	☐ 03
To try for a different career	☐ 04
To get a better job or promotion	☐ 05
It was a requirement of my job	☐ 06
I wanted extra skills for my job	☐ 07
To get into another course of study	☐ 08
Personal interest or self-development	☐ 12
Other reasons	☐ 11

18) Behavioural Conduct – Please Read

1.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.
2.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.

19) MONEY BACK Job Guarantee - Please Read

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 other Foundations, Certificate III & IV

The stipulations of the job guarantee are as follows:

1. The money-back job guarantee only applies to students who complete all component of their registered course.
2. The guarantee period lasts for six (6) months. It begins when you send your first job application and ends six (6) months later. You must send your first application within six (6) months of completing the in-class course.
3. The compulsory online components of the course must be completed within 100 days of completing the in-class component
4. The letter of introduction and résumé used in all job applications must follow the guidelines set out by Teach International.
   Job Gurantee Continued……..
   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.
5. 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 (30) positions).
6. The graduate must follow up on all responses from schools within five (5) days of receipt of correspondence.
7. The graduate, if having trouble finding a job, must seek assistance from Teach International (through his/her TESOL Trainers) within three (3) months of commencing job pursuit.
8. The graduate must use contacts & assistance offered by Teach International through the student centre & the in-class process.
9. After expiration of the six-month (6) 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.
10. 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 original 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.
11. If you are not considered a native speaker of English you will not be eligible for this guarantee.
12. Due to Work Visa restrictions in many countries this guarantee will not apply to students over sixty (60) years of age.

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

---

20) Registration Terms and Conditions - Please read

1. Your TESOL course fees must be paid in full at time of registration by credit card or direct deposit at a Commonwealth Bank.
2. You must fax or email your registration form to Head Office before your payment or online access can be processed.
3. You must nominate your preferred in-class course date on registration form & attend it within six months (itesol students exempt)
4. You must complete your course within twelve (12) months from the end of your 5 days in-class course (itesol students exempt)
5. A six (6) months extension is available (fees apply) but you will lose your eligibility for the Money Back Job Guarantee.
6. If you are the recipient of an online voucher through a website special, it must be redeemed by due date - no exceptions.
7. Vouchers cannot be redeemed for cash & there are no refunds if the course is not completed within twelve (12) months
8. iTESOL students are not eligible for the Teach International Money Back Job Guarantee (unless student has upgraded).
9. If you cancel your in-class course date after confirming your attendance, a cancellation fee of $200 will apply.
10. Practice Teaching cannot be booked if you haven't attended an in-class course in the past 12 months. In such a case, you must enrol in a Refresher Course (fees apply) or organise practice teaching outside of our centres (conditions apply)
11. You can upgrade to a higher course level at anytime by completing a new registration form and paying the upgrade fee.
12. Course prices are subject to change without prior notification by Teach International Pty Ltd.
13. Should Teach International cancel an in-class course, participants are entitled to transfer to another course and Teach International is not responsible for any expenses incurred by the student due to the changes.

Please Provide Your Credit Card Details For Payment <u>OR</u> Redeem Your Online Voucher Here

Credit Card Number					
Expiry Date	Mth:	Year:	Full name on card:		
Card Holder's Signature	Authorized amount : $				
VOUCHER NUMBER:			**REDEMPTION CODE:**		

By supplying my credit card details, I am authorising Teach International to debit my credit card as per the details above and I understand that if I am enrolling in **Certificate III or IV courses,** my fees will be processed as 2 transactions: 1) Enrolment fee 2)Upgradee fee.
IF YOU WISH TO PAY BY DIRECT BANK TRANSFER – Please contact our office for a 'customer payment form'.

DISCLOSURE OF INFORMATION STATEMENT - ALL APPLICANTS TO READ and SIGN REGISTRATION FORM

I declare that the details I have provided on this Registration Form are true and correct to my best knowledge. I understand the terms and conditions set out on this application and agree to abide by all regulations of Teach International Pty Ltd staff and trainers. I understand that I am responsible to pay the total course fees in full within the stipulated time regardless of any reason why I may not complete the course.

Signature: _____ (Print name if completing online) ***Date:***_____

PLEASE FAX, EMAIL or POST YOUR REGISTRATION FORM TO OUR HEAD OFFICE FOR PROCESSING

TEACH INTERNATIONAL PTY LTD, Level 2, 370 George St, Brisbane QLD 4000

Email: registrations@staff.teachinternational.com

Web: www.teachinternational.com

Fax: +61 7 3211 4644

Phone 1300 558 890