

THE TESOL COLLEGE

DIPLOMA IN TESOL Series

Course Information

DIPLOMA IN TESOL

DIPLOMA IN TESOL with Teaching Practice

DIPLOMA IN TESOL Asia Specialisation *(sample shown)*

DIPLOMA IN TESOL Asia Specialisation with Teaching Practice

Course Developer

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This **Diploma in TESOL** series is provided and delivered by THE TESOL COLLEGE worldwide as an online course from the UK. It is offered to partner schools by arrangement, for classroom delivery.

Introduction

The qualifications take you beyond the usual TESOL teacher training course. They have been built from our work as English teachers and TESOL teacher trainers in Asia, from active membership of the TESOL community in the UK and from the contributions of our academic board members.

In each of the series, there is a unit on teaching young learners, up to 12 years of age. This is a knowledge basis for all of us and is very useful if you wish to teach in this area.

There is also a final unit on teaching observation, bringing the knowledge and skills acquired during the course to bear on observing teachers and their delivery via video links and by satisfactory completion of a Teaching Observation Journal.

In the Asia Specialisation option, there is a focus on how Asian education and language environments affect the student, the school, the course delivery methodologies and other critical aspects of TESOL delivery. There is an avoidance on being overly western-oriented and native speaker teacher-oriented.

If you choose to add Teaching Practice, this can be certified to be included in the award title. You arrange your own classroom-based or tuition-based teaching element, to be approved by us. This



may be teaching to any age group, from young learners to adults and may be in general English or in another area such as IELTS/TOEFL preparation, business English, English for hospitality, government school syllabus English, etc. The teaching practice will be recorded by an approved observer and the results will be sent to us for assessment.

Course Aim

The main aim of each course is to provide the knowledge, skills and confidence to teach English to speakers of other languages in a variety of learning environments.

Entrants will have a variety of aspirations to teach in situations ranging through language schools, government schools and institutes, international schools, tuition centres, business schools, management training, bank training, developing country relief and development work, community programmes and some will be planning to start their own education projects.

Entry Requirements

1. A first degree in any discipline, or if you do not have a degree, another qualification demonstrating ability to study at an equivalent or near-equivalent level. Please be aware that a degree is a requirement for a working visa in some countries if you plan a visit to teach.
2. A good level of English for the environment in which you expect to teach and an ability in English to be able to benefit from the course. Applicants may speak English as a second language, a foreign language or may be native speakers.

Course Structure

- UNIT 1 LEARNERS, TEACHERS, SCHOOLS AND COURSE PROVIDERS**
- UNIT 2 LANGUAGE AWARENESS FOR THE TEACHER**
- UNIT 3 PHONETICS AND PHONOLOGY**
- UNIT 4 COURSES AND THEIR TEACHING METHODOLOGIES**
- UNIT 5 TEACHING MATERIALS AND RESOURCES**
- UNIT 6 QUESTIONING, ASSESSING, LANGUAGE ERROR AND GRADING**
- UNIT 7 PRESENTING VOCABULARY, GRAMMAR AND MEANING**
- UNIT 8 DEVELOPING LISTENING AND SPEAKING SKILLS**
- UNIT 9 DEVELOPING READING AND WRITING SKILLS**
- UNIT 10 TEACHING ENGLISH TO YOUNG LEARNERS**
- UNIT 11 LESSON PLANNING, MANAGEMENT AND EVALUATION**
- UNIT 12 TEACHING OBSERVATION**

OPTION **TEACHING PRACTICE**

Course Delivery and Duration

The course materials will be sent to you as you proceed through the course, unit by unit. This promotes a steady progression through the course and enables a check on your work step by step.

A commitment of at least 400 hours is expected, requiring study time at your convenience of, on average, 35 hours for each of Units 1-11, 15 hours for Unit 12 (Teaching Observation). It is possible to complete the course in about four to six months if your study can be uninterrupted. It is more usual to take longer, to benefit from the course. All assignments must be submitted within 18 months of your commencement date.

The Teaching Practice option, if taken, is a further 20 hours which can be extended beyond the 18 months assignment completion deadline. The teaching practice must include a minimum of six hours leading a class in teaching or in face-to-face tuition. The balance of the 20 hours is to be made up from one or more of lesson preparation, reflection, leading more teaching, teaching assistance or teaching observation.

Course Resources

High quality course materials are supplied for each unit. These materials are augmented by links to videos, papers and other resources. There is no course textbook required, but an informative list of suggested books for further reading is given. There is full online course tutor support by email/ telephone.

Assessment

Assessment is by written assignments, one for each unit. Each assignment is made up of tasks to be completed as you go through the unit. Return the completed assignment tasks by email to your tutor. The assignment mark and feedback are promptly returned, so you remain well engaged with the assessment process.

You must submit the assignments for all twelve units but must pass a minimum of nine of the twelve units to pass the course. The pass mark in a unit assignment is 50%. A failed unit assignment may be taken again once at no extra fee. We aim to send your Diploma and transcript within six weeks of receipt of your final successful assignment.

Grading for the Diploma is computed from the unit marks and is:

Ungraded 0-49% Pass 50-64% Pass with Merit 65-79% Pass with Distinction 80-100%

Course Fee

The online course fees are as follows, and there are two payment options:

1. Single payment
£480 (GBP480)
2. Two payments
1st payment of £180 delivers materials for UNITS 1-3*
2nd payment of £300 delivers materials for UNITS 4-12

* Under this first payment option, you are free to take only the first three units and not pay for any further units if you change your mind about taking the whole course. You would then withdraw from the Diploma course and you would receive, if you pass the assignments for the units, the following awards of THE TESOL COLLEGE:

For Unit 1	Introduction to TESOL Certificate
For Unit 2	Certificate in English Grammar for TESOL
For Unit 3	Certificate in Phonetics and Phonology

If you wish to have the teaching practice endorsed Diploma and you arrange an approved teaching practice, there is a fee for our administration and assessment of £40. We do not involve in any costs between yourself and education establishment providing the teaching practice experience.

Fees are fully inclusive and there are no extras. There is no GST/VAT to add.

On receiving a payment, we issue a receipt, scan and email this to you.

Payment can be by bank transfer to our Bank of Scotland account. You may also choose to pay by Western Union, PayPal or MoneyGram.

There is no payment required until we have checked your completed application form and confirmed acceptance onto the course.

Cancellation and Fee Refund Policy

You have a right to cancel your application by email for 14 days from us receiving your fee payment*. The fee payment will be refunded. This is a 'cooling down' period. You will be able to indicate on the application form if you do **NOT** wish to wait for the 14-day period to end before you receive the course materials. If you choose to receive the course materials within the 14 days, there is no refund or cancellation.

We will process the refund due to you as soon as possible and, in any case, within 14 days of the day on which you gave us notice of cancellation.

** This cancellation/refund policy complies with the Consumer Contracts Regulations, which came into effect on 13 June 2014, implementing the Consumer Rights Directive in UK law. The regulations apply to items bought online, at a distance, or away from a trader's premises (for example, at home or at work).*

Tutors

Our tutors have a minimum of a Certificate or Diploma in TESOL/TEFL of at least 100 hours duration, or a Certificate or Diploma in teaching. In addition, the tutor will have a minimum of five years of teaching of English. Tutors for this course are Dr Alan Richardson based in the UK and Ms Evelyn Hirst based in Canada.

Dr Alan Richardson

Dr Richardson obtained his Bachelors' degree and PhD at the University of Bradford, UK. He became a registered teacher in the UK state school system and subsequently worked in education and research (Senior Research Fellow, University of Leeds). In 1993, he moved from the UK to be a senior lecturer at Singapore Polytechnic. He obtained a Certificate in Teaching (University of Sheffield, UK in collaboration with Singapore Polytechnic). He has worked at institutions such as MDIS as Academic Director and has taught English at the National University of Singapore (Extension), APMI KAPLAN and other schools. He trained new ESL teachers in Singapore, Malaysia and Myanmar from 2005. He created British Education Centre in Singapore in 2007 and developed this into a centre of excellence for teacher training, building classroom study delivery for the London Teacher Training College (LTTC) Diploma in TESOL. It is now the top school in South East Asia for number of students taking the LTTC Diploma in TESOL. He remains with



British Education Centre as Academic Director while also now working with THE TESOL COLLEGE in Scotland to provide quality global TESOL training, mainly in the e-learning environment.

Mrs Eve Hirst

Eve obtained her BA (Hons) in English at the University of Durham, UK and then worked in training, developing English skills within the EDI and City & Guilds examination systems. Moving from the UK to Singapore in 2011, Eve then taught IGCSE and A Level, preparing students for Edexcel English

language examinations as well as English for Academic Study. At the same time, Eve studied for her Diploma in TESOL. She also developed her interest in English with drama while working with 12 to 20-year old students. Eve returned to the UK in 2013 and taught English in Sheffield at training institutions, building on her experience with cultural diversity in English learning. She worked in government schools across the Midlands, augmenting her experience in the private sector. Eve now works in Vancouver, Canada at an international college, teaching particularly upper intermediate ESOL and helping students with IELTS preparation.



Eve is a member of our Academic Board.

Finally, join us for a great e-Learning TESOL experience!

THE TESOL COLLEGE is an Institutional Member of

SATEFL

The Scottish Association for the
Teaching of English as a Foreign Language

