

Cambridge English Level 5 Certificate in Teaching English to Speakers of Other Languages (CELTA) (QCF)

Thank you for your enquiry about CELTA courses at Gloucestershire College. Included in this Information Pack, you will find further information about studying at Gloucestershire College, upcoming CELTA course dates, course content and attendance patterns.

If you would like to be considered for any of the CELTA courses, please complete our interactive CELTA application form via our [website](#), or complete the form attached at the back of this Information Pack (by hand) and return it to us as soon as possible via email.

We will then contact you to update you on the outcome of your application to arrange an interview if you are successful.

About CELTA

Is CELTA the right course for me?

CELTA is a first stage teaching course for those with little or no experience of English language teaching. CELTA enables you to teach English as a Foreign Language (EFL) and English for Speakers of Other Languages (ESOL).

This course is also suitable for those with some teaching experience who would like a formal qualification, and CELTA can benefit already qualified teachers or teaching assistants who wish to gain experience and a qualification to support their role in EAL (English as an Additional Language) or similar fields.

CELTA is internationally recognised and validated by the University of Cambridge local examinations syndicate and enables you to teach English as a foreign or second language in reputable institutions or privately in both the U.K. and abroad.

Entry Requirements

We normally require two 'A' Levels, although candidates with other skills and experience but few formal qualifications will be considered.

Candidates must also be a native speaker or a non-native speaker of English with a C2 level of competence.

Why study CELTA at Gloucestershire College?

1. Gloucestershire College is the only institution in the county which can offer you the Advanced Learner Loan to cover the cost of your CELTA training. It's not means tested and you do not have to start paying back until you are earning over £21 000.
2. Our CELTA trainers are experienced and well-qualified.
3. Average of 3 to 4 trainees per teaching observation group.
4. Usual maximum of 8 –12 trainees per course, ensuring we can support everyone fully.
5. One to one tutorials. Supportive tutors and constant feedback on progress and clear guidelines on areas to work on.
6. Our guided mentor/apprenticeship model of teaching practice enables the trainee to become part of a real-life class. You get a realistic view of the job, and, working alongside the class teacher, get to know the class, materials and the syllabus.
7. Gloucestershire College EFL courses are accredited by the British Council – the hallmark that guarantees quality and high standards are maintained.
8. Gloucestershire College is a member of English UK (an Association of English Language Teaching Establishments in the UK).
9. The Gloucestershire College EFL/TEFL unit is a long-established centre with a variety of year-round courses at all levels and a large Summer School. A trainee here gets a real taste of what it's like to work in a busy mainstream school.
10. Gloucestershire College Support Services available to you include: Accommodation, Library, Open Learning Centre, IT support and Wi-Fi connection. All classrooms have Interactive Whiteboards so trainees can become confident in using up-to-date resources.

Current Course Dates

We offer **full-time** courses over 4 weeks and **part-time** courses (2 evenings a week) at our Cheltenham campus. We currently have availability on the following dates:

Full-Time

Monday – Friday 9:00 – 18:00 (Some sessions may be for self-study and preparation; this can be done at college or at home. On non-teaching practice days, input sessions will finish earlier)

<u>CELTLF/17-S05</u>	25 th June 2018 - 20 th July 2018
<u>CELTLF/18-S01</u>	21 st September 2018 – 18 th October 2018
<u>CELTLF/18-S02</u>	14 th January 2019 – 8 th February 2019
<u>CELTLF/18- S03</u>	26 th April 2019 – 8 th February 2019
<u>CELTLF/18- S04</u>	1 st July 2019 – 26 th July 2019

Part-Time

Tuesdays and Thursdays 17:30 – 21:00 (17 weeks)

<u>CELTLP/18-S01</u>	11 th September 2018 – 30 th January 2019
<u>CELTLP/18-S02</u>	29 th January 2019 – 20 th June 2019

Please note: All courses require a minimum number of candidates in order to run.

Course Content

The course is essentially practical; all input, written work and teaching practice is focused on the practical needs of the teacher in the classroom.

- Trainees must complete six hours teaching practice and a minimum of six hours observation of EFL teachers in the classroom. Small groups of trainees are assigned to an experienced CELTA tutor and regular EFL classes.
- There are 4 written assignments, which are spread throughout the course:
 1. Lessons from the Classroom – Reflecting on teaching practice and setting clear targets for during the course and after the course
 2. Language Related Task – Analysis of grammar and vocabulary

3. Skills Related Task – Developing a skills lesson from a text provided
4. Focus on the Learner – Interviewing a learner, analysing their errors and suggesting how to help them with specific errors

The aim of this initial teaching course is to develop:

- Practical awareness of the learners (their needs, motivation and difficulties); language (grammar, phonology, functions and meaning); materials (course books, reference and resource books and authentic material).
- Practical ability in classroom management and lesson planning, introduction and practice of a new language, development of skills of reading, writing, speaking and listening.

The course is internally assessed and moderated by a visit from an external assessor from Cambridge.

Attendance Pattern

Full-Time Courses

- These courses are intensive and are held over a period of four weeks.
- The attendance pattern for these courses is from Monday to Friday inclusive, and course hours are usually from 9.00am to 6.00pm, including study periods.
- Due to the intensive nature of these courses, trainees will need to spend time studying and planning in the evenings and on weekends.

Part-Time Courses

- The course is for 17 weeks, held over 4 months including holidays.
- The course consists of 30 online units, which are set throughout the course over 17 weeks. Each unit will take approximately 1.5 – 2 hours to work through and candidates will need to participate in an online discussion after completing each unit.
- Teaching practice is based at the Cheltenham campus on Thursday evenings from 5.30pm to 9.00pm.
- Teaching observations can be done on Thursday evenings and through online video lessons.

Fees (Full-time/Part-time/Online)

The course costs **£1081**, plus the Cambridge examination fee of **£144**, which is a total of **£1225**. We require a deposit of **£200** to enrol onto the course and the balance of the payment on the first day of the course.

We are an approved college for Advanced Learner Loans and level 5 CELTA courses are now eligible. Please see <https://www.gov.uk/advanced-learner-loan/eligibility> to check your eligibility for the loan and for further links on how to apply.

Interviews

Entry to the CELTA course is by interview only and the courses can fill up some weeks before the scheduled start date. All candidates who apply will be asked to attend an interview; the interview includes a language task and a general discussion with one of the CELTA team. We can also arrange interviews via Skype if you are unable to attend in person.

For any further enquiries, please contact Marie Hill at marie.hill@gloscol.ac.uk or call **01242 532149**.

We look forward to receiving your application.

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Please fill out the following form to apply for a CELTA course with Gloucestershire College

CELTA Course start date:

CELTA Course Type (FT/PT/Online):

How did you find out about the CELTA Course?

Are you interested in our Advanced Learner Loan?

YES

NO

Do you need support with finding accommodation?

YES

NO

What is your preferred method of interview?

IN PERSON

SKYPE

N.B: (Interviews are usually held at our Cheltenham campus. Skype interviews are possible if you do not live within reasonable travelling distance/are currently abroad)

1. PERSONAL DETAILS

Title: (Mr/Mrs/Ms)

Date of birth:

Surname:

Email:

First name(s):

Telephone Number:

Nationality(ies):

Work Telephone
Number:

Current Occupation:

Current Home
Address:

Verification of Identity:

Cambridge English, the awarding body, require us to ask for proof of identity of all candidates who are accepted. Please bring photo ID or your passport to your CELTA interview. If you are a non-EU student, please bring your passport.

2. EDUCATION

Secondary Education: GCSE's

Dates (To and From)	School/College/University attended:	Qualification(s)	Subject(s)	Grade(s)

A Levels:

Dates (to and from)	School/College/University attended:	Qualification(s)	Subject(s)	Grade(s)

Tertiary Education (Graduate and Post-Graduate): Degree(s)

Dates (to and from)	School/College/University attended:	Qualification(s)	Subject(s)	Grade(s)

Professional/Other Qualifications:

Dates (to and from)	School/College/University attended:	Qualification(s)	Subject(s)	Grade(s)

Languages:

Please state your proficiency level both spoken and written in any languages other than your mother tongue:

3. WORK EXPERIENCE

(Previous teaching experience is not required for the CELTA course)

Do you have any formal experience of teaching or training? If yes, please give detail below:

Dates (to and from)	Institution	Details

Do you have any other relevant work experience/training? If yes, please give detail below:

Dates (to and from)	Institution	Details

4. EQUAL OPPORTUNITIES

Gloucestershire College is committed to equality of opportunities. We request the following information so that we can offer you any support you may need during the interview process and if you are accepted onto the course. This information will not affect your application in any way and will be kept strictly confidential.

Do you need any reasonable adjustments made to accommodate you at an interview? YES NO

If yes, please give details below:

Do you have any of the following: YES NO

- Disabilities
- Physical or mental health issues or conditions
- Health or medical conditions
- Learning differences (e.g. Dyslexia)
- Any issue which may affect your performance on the course?

If yes, please give details below:

Is there any other support you would require whilst at GC? YES NO

If yes, please give details below:

5. SIGNATURE

Signed:

Date:

Please return your form via email to marie.hill@gloscol.ac.uk

Alternatively, please post it to Marie Hill at Gloucestershire College International, Gloucestershire College, Princess Elizabeth Way, Cheltenham, GL51 7SJ

For enquiries, please call: 01242 532149