



Certificate in English Language Teaching to Adults

The Cambridge CELTA is an initial qualification for people with little or no previous teaching experience and opens up a whole world of exciting teaching opportunities. It used to be known as the CTEFLA or the 'RSA certificate'.

CELTA is awarded by Cambridge ESOL, part of the world-famous University of Cambridge. The training course is conducted in more than 230 centres around the world, with over 10,000 successful candidates each year.

As the most widely recognised pre-service qualification for teachers of English to speakers of other languages anywhere in the world, CELTA is well regarded by language centres in Australia.

The Aims of the Course

The primary aim of the course is to develop communicative teaching and classroom management skills for people with little or no previous Teaching English as a Foreign Language (TEFL) experience. This is done through a very practical 'hands on' approach. The course also aims to develop candidates' language awareness and familiarise them with approaches and materials for developing proficiency in adult learners of English.

Selection Criteria

Candidates are selected by pre-interview task and interview. Applicants must:

- be at least 18 years old at the start of the course
- have a standard of education which would allow entry to Higher Education in their country
- have an awareness of language and a competence in English, both written and spoken, that enables them to follow and complete the assignments

Course Content

The course is divided into 4 main areas:

- Methodology – principles, techniques and strategies for communicative language teaching
- Language Awareness – introduction to English language structure and functions and phonology
- Teaching Practice – daily supervised practice teaching sessions followed by constructive feedback by peers and tutors
- Peer observation and classroom observation of experienced teaching of English, at different levels



Assessment

Trainees must attend 100 per cent of the course. Assessment is continuous, and the key components are:

- Successful completion of teaching practice
- Regular written assignments and lesson plans
- Course participation

Each course is moderated by an external course assessor appointed by Cambridge ESOL to maintain international standards. Upon completion of the course, certificates are issued by Cambridge ESOL. Grades awarded are:

- Fail
- Pass
- Pass 'B'
- Pass 'A'

These certificates are accompanied by a final report written by the course tutors.

Mode of Study

RMIT English Worldwide runs both full time and part time courses. Teaching Practice groups consist of one tutor per six trainees.

The full-time course is usually run over five weeks (with one non-contact day each week to allow trainees to complete assignments and prepare lesson plans) and is extremely intensive. The hours are between 9.00am to 5pm, Monday to Friday. Lectures and workshops are scheduled in the mornings for 2 hours 45 minutes, followed by lunch (1 hour), and then teaching practice (2 hrs). Feedback (45 minutes) takes place immediately after class, followed by preparation for the next day's lesson (1 hr).

In addition to attendance at the Centre for a full working day, three to four hours of evening study and lesson preparation is expected. This makes it very difficult for candidates to keep up part time jobs or other commitments.

Part-time courses run two evenings a week (Mondays and Wednesdays) from 5.00pm to 9.00pm. Most Monday nights are for lectures and workshops and Wednesday evenings are for teaching practice and feedback.

Special Consideration

If you have a disability, impairment or medical condition which may affect your performance during the course, please provide information regarding your condition, the possible impact on your study and suggestions for how we might assist. Submit this with your application to allow sufficient time to consider whether REW can provide appropriate support.

Enrolment Details and Procedure

1. Applicants need to print out and complete a course application form and pre- interview task, available from RMIT English Worldwide website and reception. There is no direct enrolment on this course. All applicants need to be assessed before being admitted to the course.
2. All pre-interview tasks are assessed by the tutors. Those applicants who have completed their task satisfactorily are invited for an interview.
3. Applicants will be offered a place on a course depending on performance in the interview and if there are available places remaining. If applicants wish to take up the offer on a course a non-refundable deposit of \$350 is required immediately. A place cannot be guaranteed unless a deposit has been paid.
4. The balance of the course fee is due no later than 15 working days prior to the commencement of the course. Failure to pay in full will cause applicants to forfeit a place.
5. Course fees will be refunded, minus the non-refundable deposit, if an application in writing is received more than 15 working days before the course commencement date.
6. Once paid in full, course fees may be transferred to a future CELTA course where a place is available. Transfers are accepted only up to 10 working days prior to course commencement.
7. Course fees are not refundable if the application is received within 15 working days of the commencement of the course or after the course commencement date, except in exceptional circumstances. Application for special consideration should be forwarded in writing to the Centre Director with documentary evidence.

Please note that CELTA courses at RMIT English Worldwide are extremely popular. To avoid disappointment, we recommend that applications reach us no later than 6 weeks prior to the commencement of the course.

Course Fees

Full time and part time courses: \$3,100.00 including examination fee, to Cambridge ESOL. Once an offer has been made and accepted, a deposit of \$350 is required to secure a position on the course. The balance is due 15 working days prior to the start of the course.

Postal Address

RMIT English Worldwide
PO Box 12058
A'Beckett Street
MELBOURNE VIC 8006

Office Location

RMIT Building 108
Level 10
235-251 Bourke Street
MELBOURNE VIC 3000



Preferred course date

Part time or Full time

Title

Surname

Given name

Address

Telephone (work)

Telephone (mobile)

Date of birth

Email

Qualifications

Recent work experience

Is your first language English?

Do you have knowledge of any other languages?

Specify experience and ability in other languages

Current Employment

Company name

Position

Duties/responsibilities

Where did you hear about our course?

Part time

Full time

Yes

No

Yes

No

Pre-Interview Language Task

Question 1

Look at the verbs underlined in the sentences below. In each:

- a) correct the sentence
- b) name the correct tense
- c) say what the meaning of the correct tense is

The first one is done for you. Please *handwrite* your answers.

(e.g.) I have gone to Perth two weeks ago.

- a) *I went to Perth two weeks ago.*
- b) *Past simple*
- c) *Used when referring to a specific time in the past.*

(i) He is living in Melbourne since May.

- a) _____
- b) _____
- c) _____

(ii) This year my brother studies at RMIT.

- a) _____
- b) _____
- c) _____

(iii) A. What are you doing during the holidays?

B. I don't know yet. Perhaps I'm going to England.

- a) _____
- b) _____
- c) _____

(iv) When I got to the airport, I realised that I left the tickets at home.

- a) _____
- b) _____
- c) _____

(v) A. I've met the headmaster

B. When have you met him?

C. Last week.

- a) _____
- b) _____
- c) _____

Question 2

From the following paragraph find as many examples as you can of each of the grammatical items listed below.

She had searched for a place for two months. She had almost given up, but this morning she was phoned by the agent, who asked to meet her at the flat. So, there she was, standing in the lounge room. It was a small room. It had two windows and it faced the front. In one wall there was a fireplace with a small marble mantelpiece. Opposite were shelves. There was a bed, a table, two hard chairs and an armchair. On the floor was a piece of thin carpet which didn't reach to the edges of the room. The floor was covered with very worn lino. A single light bulb hung sadly from the middle of the ceiling. There was no light fitting. "I don't know," she said aloud, "if this is really what I want. I'll have to think it over, and anyway, I think the rent you're asking is a bit high, don't you?" The agent was looking at her with a slight smile.

- Adjective** _____
- Adverb** _____
- Contraction** _____
- Present Continuous** _____
- Question tag** _____
- Passive** _____
- Past participle** _____
- Past Continuous verb** _____
- Phrasal verb** _____
- Preposition of place** _____
- Relative pronoun** _____
- Irregular verb** _____
- Pronoun** _____

Question 3

Look at the words below and say them out loud. Put a mark above the vowel of the syllable which takes the main stress.

e.g. • • •
 de ci sion im ple ment un der stand

- | | |
|--------------|----------------|
| manipulate | conduct (verb) |
| effective | conduct (noun) |
| correspond | desert (verb) |
| prefer | dessert |
| wanted | electric |
| photographer | electricity |

Question 4

Explain in your own words the difference in meaning between the following pairs of words.

take / bring

win / beat

skinny / thin

Question 5

Look at the exchange below and the labels on the right.

A *Would you like to come to the theatre tonight?*

INVITING

B *I'd love to, but I can't.*

REFUSING AN INVITATION

These labels are called **FUNCTIONS** and tell us about what the language is actually doing, i.e. its communicative purpose.

Look at the dialogue below and label the function of each utterance.

A Hey, Rob _____

B What? _____

A I didn't mean it. Truly. If I'd known... _____

B Yeah, well, just don't do it again. _____

A I won't, I promise. _____

B Or I'll never talk to you again. _____

