

TESOL VOYAGES CERTIFICATE PROGRAM Application Form

Note: To submit this form, please do the following: 1. Save this form to your computer. 2. Close the online application and open the version you saved to your computer. 3. Type your answers on the saved version of this application. If you have difficulty, you may need to download the latest version of **Adobe Acrobat Reader**. 4. Send your completed application to TESOL as an e-mail attachment using the contact information at the bottom of Page 4, OR mail to our address.

A. Personal Information

male ___ female ___ decline to state ___

Family Name

First Given Name

Second Given Name

Mailing
Address

City

State/Province

Country

Zip/Postal Code

Telephone Number (Include Country Code)

E-mail Address

Name to appear on your TESOL certificate

B. Educational Background

Degree Earned*	Institution Name	Date of Completion	Major or Field of Study	Address
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C. Language Background

1. List the languages you know. For each language, indicate your proficiency level by choosing one of the options in the table. In order to choose the most accurate option, please refer to the descriptors below the chart.

Language	Reading	Writing	Speaking	Listening
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English

Fluent

Has a native-like fluency and operational command. The level of oral communication, writing and reading skills are fully accepted by educated native speakers in all of their features, including vocabulary, structure, idiom, and relevant cultural references.

Proficient

Has advanced knowledge of vocabulary, and grammatical patterns, and can operate in all skills easily. Errors occur while producing the language, but can function in unfamiliar contexts with skill.

Functional

Can use the language adequately in work, social, and travel contexts but makes frequent errors, a few of which impede meaning and require rephrasing. There is little or no familiarity with language varieties.

Limited

Able to satisfy minimal travel needs and courtesy requirements, can interact and read passages on very familiar topics with limited vocabulary. Can produce simple short

2. All students in this program must meet the requirements for the Proficient level in English (as described above) and be able to complete online course work conducted in English. Applicants who feel that they have not attained the Proficient level in English should provide a test score or a letter of recommendation to be considered for this program:

A. Provide official test scores: Language proficiency tests vary worldwide. The following frameworks provide a guideline for English Language Proficiency levels required for this program.

-OR-

B. Provide a letter of recommendation: Program applicants may choose to submit a letter of recommendation to fulfill this part of the application process. We would prefer a university academic advisor or professor who can speak to the applicant's personal and professional qualities, as well as their English abilities. This letter should be attached to the same email in which you submit your application.

D. Teaching Experience

If you have not had any teaching experience put NA or "not applicable" in the subjects/courses box.

Subject/Course	Level (elementary, secondary, post-secondary)	Employer	Address	Date Started & Ende
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E. Other Job Experiences

List any employment or volunteer work that is helpful to your being a teacher. It might be included later in your resume or Letter of Recommendation by TESOL Voyages. Going back 5 years is sufficient. Start with the most recent.

Position	Responsibility	Institution	Address	Date Started Ende
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