

Edenz/Trinity Diploma in TESOL (NZQA)

Application Form

Please insert
electronic image
or enclose 2
recent photos &
attach one here.

Please indicate which Diploma start date (ie. 'Track') that you would prefer to follow....

- 2013 Track B** (Course – TD.13B ... starting: 29 October '13)
 2014 Track A (Course – TD.14A ... starting: 28 April '14)
 2014 Track B (Course – TD.14B ... starting: 13 October '14)

Note: Both tracks merge from August 2013 and meet up for the final face-to-face practical examination session in Auckland from 11 – 22 Nov. 2013. Track A candidates complete research assignments within the taught course time-frame; Track B complete these after the practicals.

Surname _____ First name(s) _____

Address _____

Date of birth _____ Place of birth _____

Email Address (please print clearly) _____ Skype _____

Telephone (day) _____ (evening) _____ Mobile _____

First Language _____

Other languages _____ Beginner Intermediate Fluent

_____ Beginner Intermediate Fluent

Next-of-kin - Please give the contact details of your (please give a permanent contact address of a family member).

Name of Family Member _____ Relationship to you _____

Address _____

Home Phone Number _____ Email _____

How did you find out about Trinity Diploma in TESOL?

- Herald Advert. Yellow Pages Local Paper Previous Trainee Language School
 Web search Other _____

(1) Tick the box which best describes your citizenship or permanent residency status:

- NZ Citizen Australian Citizen
 NZ Permanent Residency Other (Please give your nationality) _____

Please list any health problems or other concerns that we should know about:

Edenz Colleges Ltd

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Telephone: +64 9 309 5208 Fax: +64 9 309 8136 Email: tesol@edenz.ac.nz Web: www.edenz.ac.nz

(2) What are your reasons for wanting to undertake the Diploma course?

(3) Academic Qualifications & Professional Training

High School and/or Tertiary Qualifications:

Name of qualification	Name & address of institution	Approximate date

Formal and informal training to teach English Language (please include significant in-service workshops, etc.):

Name of qualification or description of training	Name & address of institution	Approximate date	Duration of training

(4) TESOL Teaching experience: (If your application is successful, you may need to provide signed letters on company letterhead paper detailing the weeks worked and hours per week in each case.)

Dates (from ... to ...)	Name & address of school	Average no. of hrs/week taught

(5) Other work experience:

(6) Where are you working at present? Describe the classes you are teaching (ages and levels) and the hours per week that you work.

(7) Where do you hope to teach in the future?

(8) What do you enjoy most about teaching? What aspects do you find less enjoyable?

(9) Do you have, or have you ever had, a criminal conviction under the name by which you are known today or under any other name you have been known by? If so, please give details (this will not necessarily debar you from participating in the course); if not, please state that you have no criminal record.

(10) Referees

Please give the names and addresses of two people who are prepared to act as referees for you. At least one of these should be an academic referee. *Please note that we will not take up references until after interview.*

Referee 1:

Name: _____

Relationship: _____

(c) How IT literate are you? How will you cope with reading and writing assignments and communicating with tutors and other trainees via the Edenz Moodle site and Skype?

IT Skills: I can ...	✓	?	x
carry out basic wordprocessing of a text using a package such as <i>MS Word</i> .			
fully utilise a wordprocessing package (tables, shapes, colour, images, etc).			
use email as a matter of routine.			
send and receive email attachments.			
send & receive zip files.			
undertake web searches for text & pictures.			
play audio files.			
play video files.			
use <i>Skype</i> or other internet telephony system			
download and install plug-ins such as <i>Quicktime</i> , <i>Java</i> , etc.			
trouble-shoot when problems occur with any of the above.			

IT Facilities: Highlight or underline your responses				
Main Computer	Windows PC	Linux PC	Apple Mac	iPad
Age of PC/Laptop	Under 1 year	1 – 3 years		3 years +
Internet connection	Broadband: 1 Mb +		Broadband: under 1 Mb	
Peripherals you possess	scanner (useful)	webcam (useful)	Headset / speakers + microphone (essential)	DVD drive or player (useful)

Note: In order to undertake this online course, you must own your own desktop PC, laptop or notebook/netbook and have access to a stable broadband internet connection.

(d) When and where will you be able to set aside time to study and prepare over the duration of the course?

(e) How do you cope with pressure? It is certain, that at times, there will be significant demands for the course.

(f) How independent are you as a learner? Do you prefer to study alone, or work with a study 'buddy'? Can you adapt to a different learning style?

(g) How much additional help or training do you think that you will require?

(h) How supportive are your family and friends likely to be?

Please add any other information that you think will best support your application. You may use a continuation sheet if you wish.

Thank you for taking the time to complete this form. Please return it, along with the other materials requested below, to the TESOL Administrator, Diploma TESOL, Edenz Colleges. It would be helpful if you can submit your entire application electronically, but if this is not possible then please send it by post. After receiving your application our TESOL administration staff will contact you.

FINAL CHECKLIST - Please return completed to Edenz Colleges:

- ***Both the Application Form and the Supporting Information form***
- ***Two passport sized photos or an electronic image***
- ***Names and contact details of two referees (one must be academic)***
- ***Copies of main qualifications (you will be asked to bring originals to the interview).***
- ***Signed request for personal information to 'Department for Courts'. A minor conviction from an old offence long ago may not necessarily exclude, but we must have this before you can be accepted onto a course. All information received will be kept in strictest confidence.***

Thanks you for your interest in taking a teacher-training course with Edenz Colleges.
