



2021

CENTRE OF ENGLISH STUDIES

CELTA

Certificate in Teaching English to Speakers of
other Languages



www.ces-schools.com

Introduction

Centre of English Studies: Who are we?

Centre of English Studies (CES) was established in 1979 and is the oldest language school in Dublin. Over the last 42 years we have won an international reputation as one of the leading English language schools in Ireland. We offer year round language courses for adults and summer language courses for young adults, with students from more than 80 countries around the world. CES is officially recognised by the Irish Department of Education (QQI ACELS) and is a founder member of MEI (Marketing English in Ireland). CES is recognised as a full member of IALC (International Association of Language Centres) and EAQUALS (European Association of Quality Language Services).

What is the CELTA?

The University of Cambridge CELTA course is the most recognised introductory teacher training qualification both in Ireland and internationally.

This certificate ensures you are provided with an insight into the professional life of a functioning school and brings you into direct contact with overseas learners. The CELTA certificate entitles the bearer to teach the English language to non-native speakers both in Ireland and abroad. It is the minimum requirement for employment in the recognised sector in Ireland. Due to increased standardisation of English language teaching certificates, it is often the minimum requirement for teaching abroad too. Please see www.cambridgeenglish.org for further information.

We run a 4-week full time course or an eleven week part time course. Our eleven week part time / online CELTA course is a very popular one as it gives candidates the opportunity to work on the course as well as managing other daily commitments they may have. All of the modules of the course

"I really enjoyed the CELTA course at CES. The excellent trainers passed on a range of skills and techniques which I can use on an everyday basis with my EFL students"

Mark P, CELTA course: 2019

are done online though a Cambridge Moodle platform with the candidates' progress being monitored by an online tutor. All candidates can contact the online tutor with any questions and queries they may have via email, through forum discussions, or to meet in a live online chat room.

The CELTA certificate does not state the method in which the course was taken (i.e. full time or part time)



Please see www.ces-schools.com
for further information.

What are the course details?

Our Cambridge approved course provides pre-service training for those who wish to enter the EFL profession at an initial level. Our courses are delivered by a team of highly qualified and experienced trainers, who are available to offer guidance, support and feedback to all participants. It is a very intensive 4-week 120+ hour course, which takes place from Monday to Friday.

Course Details (Please note these dates are subject to change)

	Full Time	Part Time
Course Dates	11th January – 5th February	11th January – 22nd March
	15th February – 12th March	5th April – 14th June
	12th April – 7th May	28th June – 6th September
	17th May – 11th June	20th September – 29th November
	21st June – 16th July	
	16th August – 10th September	
	27th September – 22nd October	
	8th November – 3rd December	
Course Times	Monday - Friday 09.00 - 17.00hrs (Some teaching practice days might finish slightly after 17.00hrs to facilitate feedback with trainers)	Independent work – approx. 20 hrs/week Must be able to attend ten Teaching Practice days once a week (10am to 3pm) on Saturday, Sunday, or Monday (subject to availability) for teaching practice and assisted lesson planning.
Course Fee	€1850 (This includes the Cambridge assessment fee of €160 , registration fee of €70 , materials fee at €50 and a 6-month access period of Moodle. If a place on the CELTA course is cancelled fewer than 14 days before the commencement of the course, the full course fee will be charged).	
Deposit	€400 (Non-Refundable)	
Entry	<p>Candidates should be at least 18 years of age. Although it is not necessary, it is desirable that candidates have a QQI Level 7 qualification.</p> <p>Candidates must hold a university degree or equivalent (Level 7) in order to work in Ireland.</p> <p>Candidates without a QQI Level 7 must sign a waiver precluding them from seeking employment in the QQI ACELS recognised sector in Ireland. This waiver becomes void on completion of a Level 7 course.</p> <p>Non-native speakers are required to have a competency level of a high C1 or C2 level and certification of this should be provided (e.g. Cambridge Proficiency Exam or IELTS 7.5)</p> <p>Candidates may be asked to complete a language test if certification is not valid.</p>	

Frequently asked questions

What does the timetable consist of and what is the course content?

You will be given a course timetable as well as a course handbook during the first input session. The course will cover the following areas.

- » **Teaching Practice Sessions** - teaching classes of mixed-nationality students at a given level
- » **Classroom Observation** - observation of classes given by experienced teachers, including videos
- » **An introduction to E.F.L.** - information on EFL in Ireland and abroad
- » **Language Awareness** - introduction to grammar, syntax and vocabulary
- » **Lesson Planning**
- » **Creative Teaching** - using song, drama and role-play to teach adults and children
- » **Authentic Materials** - using and adapting authentic materials
- » **Language Skills** - integration of the four skills (reading, writing, speaking and listening.)
- » **Methodology** - modern approaches and methodology to language learning
- » **Classroom Management** - group dynamics, teacher/student interaction
- » **Error Analysis** - understanding how learners learn and the mistakes they make
- » **Materials Evaluation** - choosing and adapting course books

“Having done the CELTA, I found I was much better prepared and more confident to teach in class.”

Joseph P. 2020

There are designated self-study periods set aside during the course when you can work alone on your portfolio or forthcoming teaching practice sessions. 100% attendance is strongly recommended.

How much teaching practice is involved and is it with genuine language learners?

On a 120+ hour teacher-training course, you need to teach 8 times for a minimum of 360 minutes teaching practice. All teaching practices take place within the school with classes of a maximum of 14 students per class. Each session will last 40 minutes or 1 hour. The students in the class are all learning English as a foreign language and you will be informed of their level prior to the class so that you can prepare accordingly.

Levels taught are Pre Intermediate to Upper Intermediate. Your trainer will be present to monitor the class and give both oral and written feedback after the teaching practice. All teaching practice sessions must be attended.

Is teaching observation included?

Throughout the course, you will be given the opportunity to observe a minimum of six hours of experienced teachers teaching at a variety of levels. Some of these observations may include watching a video of a teacher in a lesson. You will be required to complete all observations.



What is a portfolio and why do I need it?

A portfolio is your personal record of what you have learnt on the course and clearly illustrates your development as a teacher. It contains all material related to your teaching practice, your lesson plans and materials prepared throughout the course and 4 assignments. It is a valuable document to show to prospective employers. CES cannot award a certificate unless all components of the portfolio are completed. The deadline for the portfolio is on the final Friday of the course.

What will I be able to do at the end of the course?

By the end of the CELTA course at CES, the successful candidate should be able to do the following: -

- » Plan clearly staged lessons which lead to the achievement of teaching objectives.
- » Effectively implement these lesson plans by teaching classes appropriate to the level and language needs of language learners.
- » Analyse language for the purposes of teaching and understand basic EFL terminology

- » Evaluate and adapt materials, authentic or otherwise, available for teaching various aspects of EFL.
- » Understand how learners of different nationalities learn and effectively facilitate this process.
- » Understand classroom management theory and be able to put it into practice.
- » Be familiar with current practices in teaching English as a foreign language.

“As the CELTA course is recognised both in Ireland and abroad, it has opened up new career opportunities I didn’t think were possible”.

John C, CELTA course: 2019

How will I be assessed?

Although you have to work in small groups, your evaluation and assessment is carried out on an individual basis by our team of trainers and is based on the following: -

- » Teaching practice which takes place throughout the course
- » A portfolio, which will be completed and submitted on the final day of the course

Successful candidates will get a certificate in CELTA awarded by Cambridge English Language Assessment on the basis of their performance according to the course requirements.

Please see www.ces-schools.com for further information.

Grades

Pass A

Pass B

Pass

The course is a very demanding one with a heavy workload. Although we do have a very high success rate, we cannot guarantee that all candidates will pass. Should you fail the teaching practice component or the portfolio component you will not pass the course, you will not receive a certificate or a refund of fees. Should a candidate drop out of the course at any stage, there will be no refund of fees. In exceptional circumstances a candidate may be permitted to return to complete the course at a future date.

Do you give career advice?

As there is such a large network of officially recognised schools throughout the country, you have a clear advantage when looking for a job in the quality sector in Ireland. There are often job opportunities at CES (both in Ireland and in the UK) and we will give preference to our successful trainees. Approximately 70% of our current teaching staff is made up of trainees who have done a teacher training course with CES. The last session on the course focuses on career advice. Should a trainee have any questions or difficulties on the course, a member of our training team is always available and they endeavour to assist where possible.

"While the CELTA course was intensive, it was great fun and really enjoyable. The trainers were very friendly, supportive and organized throughout the course".

Sarah Mc G, CELTA course: 2018



"I found the CELTA training course at CES very practical and it gave me the skills and confidence to teach a variety of levels. I currently teach in a language school in Madrid".

Brian S, CELTA course: 2019

How do I apply?

Please complete the enclosed application form and return it to:

**The CELTA Course Coordinator,
Centre of English Studies,
31 Dame Street, Dublin 2**

or e-mail it to

teachertraining@ces-schools.com

On receipt of your completed application form, a member of our training team will contact you to arrange an interview. Acceptance on the course is conditional on the candidate successfully passing the interview stage. If accepted, you will be asked to pay a deposit of €400 to secure your place. The full balance is payable two weeks before the commencement of the course. This deposit is non-refundable. Your place on the course is only confirmed on receipt of the deposit. It is CES policy that a minimum of 6 participants are needed to run a course and there are a maximum of 12 places per course.

APPLICATION FORM

Language Awareness



Please complete this language awareness activity.

Please correct the mistakes in the following sentences (if necessary).

1. You don't take sugar in your coffee, do you?
2. I live in a small, quiet, lovely town in the South of England.
3. I didn't see Fiona since last Wednesday.
4. I ate an enormous, big dinner.
5. Will we go, then?
6. If there are less than 6 people, we'll have to cancel the course.
7. No, don't bother doing it. I done it already.
8. If I won the lottery, I'll buy a big house.
9. Where have you been? I'm here since half past two!
10. Whenever I was crossing the road yesterday, I was nearly knocked down by a bus.

Explain the difference between the following sentences.

- 1a. I cycle
 - 1b. I am cycling.
-

- 2a. Turn up the music.
 - 2b. He didn't turn up.
-

- 3a. A rolex is very expensive.
 - 3b. A rolex is too expensive.
-

- 4a. It was such a hot day that I had to open all the windows.
 - 4b. It was so hot that I had to open all the windows.
-

- 5a. She boarded the airplane in tears.
 - 5b. She boarded the aeroplane in tears.
-

APPLICATION FORM



I would like to enroll on the **CELTA CERTIFICATE** Course

beginning on _____

Personal Details

SURNAME: _____ FIRST NAME: _____

ADDRESS: _____

TELEPHONE: _____ DATE OF BIRTH: _____

NATIONALITY: _____ FIRST LANGUAGE: _____

E-MAIL ADDRESS: _____

Educational Qualifications:

(If 3rd level please state university, conferring body and year, and attach a copy of the qualification/transcript of results)

TEACHING EXPERIENCE: (if any)

WORK EXPERIENCE: (if any)

PLEASE EXPLAIN WHY YOU WANT TO DO THIS COURSE:

HOW DID YOU FIND OUT ABOUT THE CELTA COURSE AT CES?

SIGNED: _____ DATE: _____

Office Use Only:

Student Number

Accepted

Declined