SEAMEO | RELC

Southeast Asian Ministers of Education Organization
Regional Language Centre
Centre of Choice

COURSE INFORMATION 2019

CELT-S	**Cambridge Certificate in English Language Teaching - Secondary**	**22 July 2019 to 27 February 2020**

(Important: This document should be read by all applicants prior to completing the application form for admission.)

What is CELT-S?	*CELT-S* is a qualification designed for English language teachers working in secondary education (ages 11-18).
What are the aims of CELT-S?	*CELT-S* aims to help participants improve the quality of their classroom practice by: ▪ developing and extending teachers' knowledge and skills; ▪ focusing on the strategies, methods and materials teachers need to teach language effectively; ▪ helping teachers to manage and motivate large classes; and ▪ providing teachers with strategies to ensure that all learners achieve their potential.
How will CELT-S be conducted?	*CELT-S* is a 150-hour blended learning course, comprising eight modules (see Course Syllabus for details) and a practical component (comprising portfolio tasks and teaching observations).
What is the timeframe and nature of the course?	*CELT-S* will be conducted in four phases. They are: ▪ Phase 1: 22 July to 3 November 2019 (60 hours) Orientation Webinars 15-week online learning phase Complete 4 modules with at least 60 hours of online study. ▪ Phase 2: 5 to 22 November 2019 (60 hours of contact time) 3-week residential training in Singapore at SEAMEO RELC • Complete 2 face-to-face modules and seminars (54 hours) • *TP1: 6 hours of micro-teaching and peer observation • TKT (Module 1) will be taken on 22 November 2019 in Singapore. ▪ Phase 3: 2 December 2019 to 26 January 2020 (30 hours) 8-week online learning phase Complete 2 modules with at least 30 hours of online study

	▪ Phase 4: TP2 and TP3 (final assessment) Tentative dates (to be confirmed with hosting schools of the participants) ▪ 29 January to 5 February 2020 or ▪ 5 February to 12 February 2020 or ▪ 12 February to 19 February 2020 1-week on-site visit and teaching practice observation (*TP2 & *TP3) by RELC trainer
How will the course participants be assessed?	The course completion and assessment requirements are: (1) Methodology • Completion of the eight modules and progress tests • A multiple-choice teaching knowledge test (TKT Module 1) to be taken at RELC, an authorized test centre in Phase 2 (22 November 2019) (2) Teaching practice • Completion of portfolio tasks • Teaching Practice observation (to be conducted in Phase 4 on-site visit by RELC trainer)
What will the participants receive at the end of the course?	Course participants who complete all the modules and assessments will receive the *CELT-S* qualification from Cambridge Assessment English, a Certificate for TKT (Module 1) and a Certificate of Achievement from SEAMEO RELC. The *CELT-S* qualification is awarded with a Pass or Pass with Merit.

What are the course admission requirements?	The requirements for admission to the programme are:
	1) An approved bachelor's degree (or equivalent qualifications) in Linguistics, English Language, TESOL or Education;
	2) At least two years of full-time English language teaching experience or experience in English language/curriculum planning and language development programmes; and
	3) Meeting the minimum language scores for any of the following:
	    o IELTS: 4.0 and above
	    o TOEFL: 57 and above (internet based); 437 and above (paper based); 140 and above (computer); ITP: 490; iBT: 32
	    o APTIS (all four macro skills) B1 and above
	    o PTE: 40 and above
	    o CEFR: B1
	    o GCE O Level English: A1-C6
	    o GCE A Level General Paper: A1—D7
	    o Cambridge Advanced English (CAE): A—C
	    o SPM 1119 English: C and above (GPK/PNG 2.00 and above)/Kepujian Tinggi and above
	    o STPM General Paper/English Literature: C and above (CGPA/NGMP 2.4 and above)
	    o Malaysian University English Test (MUET): Band 3,4,5 or 6
	    o CU TEP with a score of 40 (equivalent to IELTS 4.0) and above

	Note: Applicants who do not meet Criteria #3 are required to pass the RELC English selection test.

What are the IT requirements for the online learning phase?	Participants must have the following minimum requirements in order to use the Learning Management System (LMS) programme:
	▪ Mozilla Firefox or Internet Explorer (IE) 8.0 internet browsers
	▪ Desktop/Notebook PC minimum technical specifications:
	   o CPU: Intel Core i3 (minimum)
	   o Main memory: 2 GB (minimum)
	   o Hard disk: 320GB
	   o Webcam
	▪ Internet speed: A minimum of 1 MB/sec
	▪ Software specifications:
	   o Desktop/Notebook OS: Windows 7, Vista or XP SP3
	   o Adobe Flash Player 11 or later
	   o Adobe Shockwave Player 11.5 or later
	   o Sun Java TM 6 Update 23 or later
	   o Cookies (activated)
	   o Microsoft Office (2003 upwards) or Open Office

Course Syllabus

Module Content	Phase / Mode
Module 1 - Managing the secondary classroom • Unit 1: Creating and maintaining a constructive learning environment • Unit 2: Managing classroom activities effectively • Unit 3: Managing differences in the classroom	1 Online
Module 2 - Language learning and the teenage learner • Unit 1: Learning language in the secondary education sector • Unit 2: Learning needs, styles, motivations and preferences • Unit 3: Encouraging and supporting active and independent learning	1 Online
Module 3 - Developing listening, speaking, reading and writing skills in the secondary classroom • Unit 1: Teaching listening and reading • Unit 2: Teaching speaking • Unit 3: Teaching writing	1 Online
Module 5 - Developing language use in the secondary classroom • Unit 1: Teaching language • Unit 2: Teaching vocabulary • Unit 3: Teaching pronunciation	1 Online
Module 4 - Language awareness for teaching • Unit 1: Grammar • Unit 2: Vocabulary	2 Face-to-face at RELC

• Unit 3: Pronunciation	
Module 8 - Assessing language learning in the secondary context • Unit 1: Principles and purposes of classroom-based assessment • Unit 2: Classroom-based assessment tools • Unit 3: Formative and summative assessment	2 Face-to-face at RELC
Module 6 - Planning language learning in the secondary context • Unit 1: Planning a lesson • Unit 2: Writing lesson plans • Unit 3: Planning a scheme of work	3 Online
Module 7 - Resources for learning in the secondary classroom • Unit 1: Evaluating, selecting, using and adapting coursebook materials • Unit 2: Evaluating, selecting and using supplementary materials • Unit 3: Using teaching aids effectively, including technology	3 Online

Application

Interested applicants must submit the following documents:

- ☐ Application Form A238 (completed and endorsed)
- ☐ Medical Examination Form A228
- ☐ Copies of your certificates of degrees/diplomas, certified by your institution
- ☐ Copies of your transcripts, certified by your institution. Where a transcript is in a language other than English, it should be accompanied by a certified translation into English. (In the absence of a transcript, a certified statement on the degrees/academic qualifications achieved with a listing of subjects studied and subject examination results is required.)
- ☐ Reference letters (The two reference letters can be from an academic staff who has supervised you or a current/previous employer.)
- ☐ Copies of current/valid IELTS or official TOEFL results certified by your institution (for applicants from non-English medium education systems)

The above documents should be sent to RELC via email at scl@relc.org.sg

The application closing date is 30 April 2019.

As at 18/2/2019