

Lanka TEFL Training Institute



Certificate in TEFL APPLICATION FORM

Personal Details			
First name(s)			
Last name(s)			
Address			
Postal or Zip Code			
Town/City			
County/State/Province			
Country			
Telephone (with country code)		Mobile/Skype	
E-mail address			
Date of Birth			
Birth Country			
Gender	[] Male [] Female		
Emergency Contact			
Relationship		Gender	[] Male [] Female
Telephone (with country code)		Country	

E-mail address	
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Education
Degrees, diplomas and / or certificates: (You can also send us your CV)

Working experience
Previous teaching experience: Yes / No. If so, how long and where? (You can also send us your CV)
Other working experience: (You can also send us your CV)

Language	
Are you a native speaker of English? Yes / No	
If not, what is your first language?	
When and how did you learn English?	

Please indicate how you are going to prove your level of English.	<input type="checkbox"/> Cambridge ESOL Certificate in Advanced English <input type="checkbox"/> Cambridge ESOL Certificate of Proficiency in English <input type="checkbox"/> IELTS band 7.0 (on all sub-scores) or above
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	<input type="checkbox"/> Pitman Advanced ESOL examination <input type="checkbox"/> TOEFL (PBT 600, CBT 250, iBT 100) <input type="checkbox"/> Credit pass in English G.C.E. O/L <input type="checkbox"/> Credit pass in English G.C.E A/L <input type="checkbox"/> Skype Interview
Do you speak any other language(s)?	

Please explain why you wish to take the TEFL Certificate course:

Course Dates

Please indicate the dates:

SPECIAL NEEDS

Lanka TEFL Training Institute will try to provide every possible opportunity for applicants with special needs to join the training course. However, it is an intensive course and our assessment standards are applied equally to all trainees, regardless of any disability.

If you have any medical conditions or personal requirements which may affect your ability to finish the course, please let us know:

Do you have a criminal record? (If so, provide details)

Is there any reason why you should not work with children?

REFERENCES (Please provide names and contact details of two referees, preferably one academic and one professional, as we may be required to contact them before accepting you on the course.

Name:	Name:
Position:	Position:
Email:	Email:
Telephone:	Telephone:

How did you hear about us?

<p>Payment preference: PayPal / bank transfer *</p> <p>*All bank charges have to be paid by the student.</p>

- Send the completed form by email to info@teflsrilanka.com
- Preferably, attach your CV
- Non-native speakers are required to attach a document to prove their level of English.
- After we have received and approved your booking, we will invite you for a Skype or face-to-face interview.
- Once you have been offered a place on the course, we will send you the payment details and ask you for a deposit of Rs.65, 000/, which will be deducted from the full amount of Rs.125,000/ . If the advance payment is not received within the prescribed period, we reserve the right to cancel the reservation.
- We will reserve your course; you will receive the course confirmation, information about your course and pre-course tasks by e-mail.
- The remainder of the course and accommodation fees must be paid prior to the course commencement.

Cancellation

In the event of a cancellation, the school reserves the right to retain the advance payment; however, this fee will remain valid for another course in the future. Students who has already start the course but do not finish their course will not be refunded.

The school reserves the right to cancel a course if forced to do so by unusual or unforeseeable circumstances beyond the control of the school (war, civil or political unrest, terrorist activity, natural or nuclear disaster, fire or adverse weather conditions, or other similar events beyond the control of the school). The school will refund all course costs.

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Signature of the Student

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Date and Place