



# BROCHURE



INTERNATIONAL TEFL INSTITUTE

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# TEFL

## WELCOME TO THE INTERNATIONAL TEFL INSTITUTE

A warm welcome to the [International TEFL Institute](https://www.itefli.com). We offer recognized and accepted online TEFL (Teaching English Language as a Foreign Language) training courses. The International TEFL Institute is committed to delivering quality TEFL courses on par with global standards. Our ongoing adherence to international principles and standards of quality assures stakeholders that their qualifications are accepted around the world.

*The International TEFL Institute has been in operation for a number of years and has enjoyed global acceptance and recognition for service excellence in education.*

### OUR VISION

It is the Vision of the International TEFL Institute to be a leading education provider of TEFL Training courses globally, with an ethos that promotes knowledge and educational development.

### OUR MISSION

It is our mission to deliver an innovative, yet relevant programme while contributing with integrity and commitment to the community ideals of skills development and employability. We pride ourselves on being a provider of quality learner focused education and in exceeding expectations of quality.

### CORE VALUES

- Academic commitment
- Reputable and quality service
  - Innovative and relevant programme
- Skills development and employability
  - Integrity
- Entrepreneurial spirit



# WHAT IS TEFL?

So what is TEFL and TESOL and are they the same?

*TEFL is an acronym which stands for Teaching English as a Foreign Language. TESOL is an acronym which stands for Teaching English to Speakers of Other Languages.*

TEFL and TESOL are essentially the same and the terms are interchangeable. A TEFL or TESOL course will teach you the essential English Language Teaching (ELT) methodologies and techniques in order for you to enter the classroom with confidence and begin teaching.

TEFL and TESOL courses are measured in hours of study. The industry standard for TEFL or TESOL courses is a minimum of 120 hours. This is what employers/schools will expect when hiring English language teachers, so ensure that your TEFL or TESOL course meets these requirements.

The most popular modes of TEFL/TESOL course delivery are either via face-to-face (in-class) learning or via online learning. Both modes of TEFL/TESOL course delivery have their own benefits/merits and choosing the right TEFL/TESOL course for you will depend on your personal circumstances and preferences.

## ***Will I need a TEFL or TESOL qualification to teach English abroad?***

The short answer is yes you will need a TEFL/TESOL qualification. Firstly, most employers/schools will not consider hiring you unless you have a TEFL/TESOL certificate. Secondly, you will find it extremely difficult and stressful entering the classroom without a basic knowledge of the techniques required for teaching English skills (reading, writing, listening, speaking) and English systems (grammar, vocabulary, pronunciation).

Thirdly and quite possibly most importantly, you owe it to your students to be prepared and know what you are doing. Many of your students will be paying a lot of money to attend private English language classes and you have a duty to offer them the best service you can.





## WHY CHOOSE THE INTERNATIONAL TEFL INSTITUTE?

The International TEFL Institute adheres to global standards of TEFL training. Our TEFL courses are Internationally Recognised and Accepted by many states and authorities – with our graduates teaching in all corners of the globe.

The TEFL industry is largely unregulated, with no official government institutions regulating TEFL course accreditation. The TEFL/TESOL industry is largely unregulated with no official government institutions regulating TEFL/TESOL course accreditation. The International TEFL Institute is accredited by the [International TEFL Accreditation Council](#) (ITEFLAC), which is an independent body specialising in the accreditation of TEFL/TESOL course providers and institutions - [Certificate of Accreditation Reference #ITI017](#).

ITEFLAC accreditation assures stakeholders that the educational programs, policies and procedures of the

International TEFL Institute are up to the international standards of quality. The International TEFL Institute adheres to ITEFLAC's Standards and [Code of Professional Practice](#). ITEFLAC accreditation covers an institution not a specific course. Applicants wishing to study or work at any institution should always satisfy themselves that the level of recognition of a relevant award is sufficient to meet their needs.

The International TEFL Institute is committed to delivering quality TEFL courses which are on a par with global standards thereby assuring the stakeholders that our qualifications will have increased acceptability around the world.

All personal tutors have a Bachelor's degree (or higher), TESOL / TEFL certification and a minimum of 5 years English Language Teaching experience.



**THE INTERNATIONAL TEFL INSTITUTE IS AN INSTITUTIONAL MEMBER OF THAILAND TESOL (MEMBERSHIP NUMBER: TS0355).**



# INTERNATIONAL TEFL INSTITUTE COURSE OVERVIEW

*We offer Accredited Online TEFL (Teaching English Language as a Foreign Language) training courses.*

- ◊ All our Online TEFL courses are fully tutor supported, meaning you receive assistance from start to finish.
- ◊ There are no fixed course dates, so you can start whenever you are ready. Our TEFL courses are flexible letting you work at your own pace.
- ◊ We will provide you with assistance and guidance in finding that dream English teaching job.

CERTIFICATE IN TEFL - 120 HOUR- ONLINE	MASTER DIPLOMA IN TEFL - 250 HOUR- ONLINE
◊ 120 TEFL hour course	◊ 250 TEFL hour course
◊ Internationally Accredited & Recognized	◊ Internationally Accredited & Recognized
◊ Dedicated Tutor & Guidance	◊ Dedicated Tutor & Guidance
◊ Teaching English to Young Learners Module	◊ Teaching English to Young Learners Module
◊ Teaching Business English Module	◊ Teaching Business English Module
◊ Advanced Grammar Module	◊ Advanced Grammar Module
◊ Access to Job Board & Guidance	◊ Access to Job Board & Guidance
◊ Access to Online Library	◊ Access to Online Library
◊ Assistance with CV/Resume	◊ Assistance with CV/Resume
◊ Certificate & Transcript	◊ Certificate & Transcript
◊ Verification of Qualification	◊ Verification of Qualification
◊ Free Lesson Plan Pack & Materials	◊ Free Lesson Plan Pack & Materials
◊ <a href="#">Free Optional Teaching Practice Certificate</a>	◊ <a href="#">Free Optional Teaching Practice Certificate</a>
	◊ Teaching One-to-One Module
	◊ Teaching English Online Module
FIND OUT MORE	FIND OUT MORE

\* The Optional [Teaching Practice Certificate \(20 hrs.\)](#) is offered free with all our courses.





## COURSES DELIVERY

On enrolment, you will receive a “Welcome” email with your username and password. This will enable you to log into your Student Access Area on the Home Page of our website. Here you will be able to access your Study Guide / course materials (in your Internet Browser). You will also find your tutor’s contact details on you Student Access Area should you require any assistance with your course. After you have completed reading the course materials for each Module, you will be required to complete and submit an assignment to your assigned tutor for assessment. This assignment is to be uploaded to the System from your Student Access Area. The assignment will then be forwarded to your tutor for assessment. After your tutor has marked your assignment, you will receive an Assignment Feedback form via email, together with an assignment mark and tutor comment. Your assignment marks will also be accessible for you to view on your Student Access Area.

*The International TEFL Institute offers Online TEFL Courses through up-to-date, technologically advanced interactive training media which enhance and promote the learning experience. You will be exposed to the latest industry course reading materials, video clips and web-based texts. You will also be assigned a tutor for the duration of your studies who will be available to assist you with your studies and guide you every step of the way.*





## CAN I TEACH ENGLISH ABROAD?

The demand for English teachers around the world is unprecedented. Globalization of business, travel and tourism, the internet, entertainment, and academic education means that the need for people everywhere to speak English has never been greater.

Over the last decade, the demand for QUALIFIED English teachers has grown. Overseas employers now seek out people who have completed at least some basic training in teaching English and people who have an understanding of what is required once they enter the classroom.

As a native speaker of English you are in high demand for teaching positions around the world. Not only do you bring your SPOKEN English to the classroom, but you also bring your innate UNDERSTANDING of the language – you know the unique way in which English functions in the real world, rather than just what can be learnt from a book – the slang, the idiosyncrasies, the customs of the language.

There are literally thousands of opportunities available worldwide right now. If you can speak English fluently with minimal accent, then you can TEACH English. You do not need any experience to find teaching work abroad and the International TEFL Institute can help you every step of the way to become involved in this exciting and growing global industry.





## CAN I TEACH ENGLISH ABROAD?

### I'M NOT NATIVE ENGLISH SPEAKER — CAN I STILL TEACH ENGLISH ABROAD?

There is certainly work for non-native English speakers, but this usually depends on the country. For example, it is impossible to get a TEFL job in South Korea if you do not have a passport from an English speaking country. On the other side of the coin, Thailand hires many TEFL teachers from the Philippines. Non-native English speakers can also often find work in their home country if they are well qualified and fluent.

### I DON'T SPEAK THE LOCAL LANGUAGE — CAN I STILL TEACH ENGLISH ABROAD?

YES, you will certainly be hired because you are a trained English teacher, not because you do or don't speak the native language of your students. In fact, you want to try and avoid speaking their language in the classroom as immersion during an all-English environment is a key component to building their English skills

### I DON'T HAVE A DEGREE — CAN I STILL TEACH ENGLISH ABROAD?

Most countries and employers will require that you have a Bachelor's degree and a TEFL / TESOL qualification. If you don't have a degree, there is however still the possibility of finding a TEFL job abroad. There are a few countries where you can teach English without a degree (e.g. Ecuador, Argentina...) – so be sure to check.

### I DON'T HAVE A TEACHING/EDUCATION BACKGROUND — CAN I STILL TEACH ENGLISH ABROAD?

YES, most TEFL / TESOL graduates that go abroad to teach English have no background in education, or a degree in English. You will gain all of the skills you need to succeed as a professional English teacher in your TEFL/TESOL Certification course.

# WHERE CAN I TEACH ENGLISH ABROAD?

## TEFL TEACHERS ARE REGULARLY EMPLOYED IN A VARIETY OF SETTINGS

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### 1. LANGUAGE SCHOOLS

Children and adults around the world attend English classes (usually conversational) in private language schools. Classes are usually about an hour long, held once or twice a week for each group of students, but this varies. The benefits of working for private language schools often include:

- small classes (6-12 students in a class)
- highly motivated students (and usually paying a lot of money for their courses!)
- high quality curriculum and resources provided

Language schools are usually the most comfortable and supportive environments for new TEFL teachers.

### 2. PRIMARY SCHOOLS, HIGH SCHOOLS, COLLEGES AND UNIVERSITIES

The need for “native English” teachers in the regular school systems around the world varies dramatically. For those who already have a teaching certification, adding a TEFL certificate to that will open many doors for you. However, in most of Asia, for example, the need is so great, that anyone with a TEFL certificate has access to many opportunities as well. Many of the positions in the local school systems can be found on the internet, but others will also be found once you arrive in the country and you have some teaching experience.

Because the classes are larger, the students are less motivated and the curriculum is often not “Communicative”. Teaching in this environment can be much more challenging, but there are many benefits and rewards as well!

### 3. IN-COMPANY OR “BUSINESS” CLASSES

The demand for English in the business environment is enormous! Many English teachers land great opportunities to teach one or two-hour lessons once or twice a week in businesses. While you don't need to have a background in business to teach business students, our section on ESP in the English to the World Series will both prepare you and make you more marketable as you look for opportunities to supplement your income and get involved in your community.

### 4. PRIVATE TUTORING

If you have spent some time in a non-English speaking country, you may have noticed that many of the locals are very eager to practice their English with native English speakers. Their motivations will vary! Some want to attend English-speaking universities.

Some want to understand and be understood when they travel. Others want their children to have more academic advantages. Still others desire to gain more satisfaction from watching English news, documentaries and movies. And of course, many locals enjoy being seen with “a foreigner”.

### 5. TEACHING ENGLISH ONLINE

Why not teach English to students from around the globe whilst in the comfort of your own home? Online language learning is a growing industry affording you the opportunity to choose your own schedule and payment rates.



# WHERE CAN I TEACH ENGLISH ABROAD?

## POPULAR ENGLISH TEACHING DESTINATIONS

Native English speakers with a bachelor's degree and a TEFL/TESOL qualification can find literally thousands of jobs in many countries in Asia, Europe, South & Central America and North Africa:

**Europe:** Spain, Italy, France, Germany, Czech Republic, Poland, Turkey, Russia, Greece, Slovakia, Hungary, Cyprus.

**Asia:** Japan, South Korea, Taiwan, China, Vietnam, Malaysia, Thailand, Indonesia, Cambodia.

**Central and South America:** Mexico, Costa Rica, Peru, Ecuador, Brazil, Argentina, Nicaragua, Chile.

**Middle East:** Morocco, Egypt, Qatar, Tunisia, UAE, Kuwait, Saudi Arabia

## COUNTRY REQUIREMENTS & COMPARISON

The International TEFL Institute has compiled an extensive country list/document which provides important information and details regarding:

- Peak hiring seasons
- Typical contract length
- Average monthly cost of living in local currency
- Average monthly salary in local currency
- Average monthly cost of living in USD
- Approximate start-up costs
- Housing
- Reimbursed airfare (Yes / No)
- Visa information
- Degree requirement
- Interview procedures

[Click here](#) to view this document.

## EMPLOYMENT ARTICLES – MAKE AN INFORMED DECISION!

We have put together a number of interesting and informative short articles which will provide you with further insight into the job and employment landscape – [click here](#) to view these employment articles.



# FINDING AN ENGLISH TEACHING JOB ABROAD

## HOW TO FIND AN ENGLISH TEACHING JOB ABROAD?

To start with, it is important to note that most countries and employers will be looking for applicants who have a Bachelor's degree, have a TEFL/TESOL certificate and are native English speakers (i.e. passport holders from US, UK, South Africa, Ireland, Australia, New Zealand and Canada). This does not mean that non-native speakers are entirely excluded – so it is important to search the online job boards for employers hiring non-native speakers.

For the most part, it is very difficult to find English teaching positions in the European Union if you do not possess an EU passport or have the right to work there. Finding positions in one of the English speaking countries is also difficult as these countries will not issue work visas for teaching English – and would rather hire applicants from that country.

## SO WHERE SHOULD YOU START IN TRYING TO FIND AN ENGLISH TEACHING JOB ABROAD?

- **A good place to start** is to read the numerous [employment related articles](#) (highlighted in the previous section) that we have put together. This will provide you with a general idea of the English teaching job landscape and help guide you in making informed decisions.

- **You can refer to our** [Country Comparison list](#).

- **Prepare a professional resume/C.V.** and cover letter as this will be your first foot in the door. You can download our free examples from your student access area on our website.

- **Once you have read all the** above articles, you can start looking at suitable jobs abroad. Most TEFL teachers find their jobs online and there are many websites which list the available jobs around the world. A useful starting point is to decide where in the world you wish to teach and whether you meet the requirements to teach in your chosen country. By browsing the available TEFL jobs online, you'll soon begin to see a pattern in terms of salaries, benefits, requirement and suchlike. When you find a TEFL job that raises your interest, then simply send them an application.





# FINDING AN ENGLISH TEACHING JOB ABROAD

## SO WHERE SHOULD YOU START IN TRYING TO FIND AN ENGLISH TEACHING JOB ABROAD?

- **Another way of finding a TEFL job** is to use an agent. Agents usually work on behalf of schools and are contracted to find TEFL teachers for a number of schools. Agents often make the job search smoother and will work on your behalf to find you a suitable job – as it is in their interest as they get paid by the schools. Never pay an agent to find you a job!
- **For the more adventurous of us**, you can apply on-spec by simply arriving unannounced on the doorstep of a school. Often, schools who are in need of a teacher or will be needing a teacher in the near future, will hire someone who is readily available and ready to start at the drop of a hat. Before just flying to a country without a job, ensure that you have all your original paperwork with you and the required visas (sometimes just a tourist visa). Find out where all the schools are in the location where you are flying to and check many of the online forums for advice or possible vacancies.
- **We have our own job board/website** - [TEFL Solutions](#), which brings you a selection of jobs from around the world. It is highly recommended that you upload your resume to the TEFL Solutions website as this will increase your chances of being contacted by interested employers. You can also sign up for relevant job alerts (by country) and these will be sent to your email address.
- **Also, make sure you visit** [Teach English Abroad](#) which is our Facebook Group specifically aimed at TEFL employment. Here you will find English teaching jobs advertised every day from around the globe.
- **There are countries which** run sponsored government programmes such as [EPIK](#) & [Talk](#) in South Korea and the [JET](#) programme in Japan – so check these out.
- **Other employment websites include:**

<http://www.tefl.com>  
<http://www.eslbase.com>  
<http://www.goabroad.com>





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