



International Certificate in TESOL (Teaching English to Speakers of Other Languages)

Course Overview

- Develop effective and up-to-date teaching materials with minimal resources
- Classroom management
- The principles of language learning & teaching
- Second language acquisition
- Introduction to linguistics
- Learning styles
- Teach grammar effectively
- Syllabus design and lesson planning
- Multi-cultural and cross-cultural aspects of the ESL classroom and much more.

Schedule of Study

- Study at your own speed!

We know that everyone has different schedules, budgets and commitments for study. The myTESOL course is a competency based course which means once you pass one assessment, you can move on to the other as quickly or as slowly as you need.

- Sessions are 1.5 hours long. They are set by appointment via WhatsApp appointment and held Monday to Thursdays 9am to 4 pm, Saturday or Sunday during the day time.

The most intense schedule takes 4 weeks to complete, the longest is 1 year.

- Notational hours for the myTESOL International Certificate in TESOL are 180.
- Optional Practicum Module and Observational Modules are provided for those who need more study hours before teaching. These modules provide an 25 additional notational hours each, a total of 230 hours for your entire TESOL course.

TESOL Plus English

- 10 Weeks of morning English classes to help the TESOL student improve their English
- Study English and TESOL at the same time for maximum value both in time and money.

Payment Information

Certificate Course Fee RM 5,900

- Includes all textbooks, resources and exam fees

To Register : RM 1,000

1st Unit : RM 850

Each following Unit : RM 450

Re-takes of Assessments : RM 50 extra

TESOL Plus English Course Fee RM 9100

To Register : RM 5,100

Balance to be paid over 10 weeks RM 4000

English Text books separate

Additional TESOL modules are available: Practicum Module: RM 500 (25 Notational Hours) Observation Module: RM 500 (25 Notational Hours)

Mode of payment : Cash, Cheque or Bank Transfer (information details on next page)

TESOL Registration Process

- Fill in the attached forms and attach the necessary documents.
- Have a referee fill in the Confidential Reference form and send to myTESOL office in Penang.

We look forward to teaching you!

TESOL Application Policy

Please Read Carefully

Entry Requirements

Applicants must:

- Possess a high school diploma, SPM or equivalent, demonstrate English language proficiency or IELTS 5.5 for all categories
- Have a positive attitude regarding experiential learning activities and working in groups. Show willingness to fully participate and recognise the value in doing so. Professionalism and teamwork are part of the grading process.
- Participate in an interview with a TESOL instructor if needed, to determine attitude, language proficiency and general appropriateness for the program.

Application & CV Submission

Return your **completed Application Form** and **Resume/CV** to the office in person or via email. Arrange with the office to pay the Application Fee.

The **Confidential Reference Form** must be completed by your employer, teacher or friend. They are to submit it directly to the TESOL Course Registrar at the address below.

Cancellation Penalties

There is no return on the RRM 1800 first payment

There is no refund of any fees once the course has begun for any reason. But the student can transfer to another course if the manager is agreeable.

We DO NOT offer student Visas to our students, so no refunds can be issued because of Visa issues.

Payment Terms

All Prices are quoted per person, in Malaysian Ringgit. There are no transfers of the program to anyone, ever.

Refunds

There are no refunds for any reason.

Facilities & Location

We are located on the first floor of the Prima Tanjung Business Centre in the Tanjung Tokong area of Penang. There is a food court with local cuisine. Halal and vegetarian options are available nearby.

Paid parking is available on the street or in the underground car park. The main road (Jalan Tanjung Tokong) is served by the Rapid Penang bus service. Our facilities are not wheelchair accessible.

Send Your Completed Application To:

myTESOL Malaysia Head Office
98-1-25 Prima Tanjung
Business Centre
Jalan Fettes, Tanjung Tokong
10470 PENANG, MALAYSIA
OR email: info@myTESOL.com



TESOL Application Form

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○Course Selection○

Course Selection: <i>Please tick (✓)</i>	<input type="checkbox"/> International Certificate in TESOL RM 4500
	<input type="checkbox"/> English Plus TESOL (Weekday mornings) RM 6100
Add On Modules:	<input type="checkbox"/> Practicum Module RM 500 <input type="checkbox"/> Observation Module RM 500
Preferred Start Date and Session Times:	
Training Location:	Tanjung Tokong, Pulau Pinang

○About the Applicant○

Full Legal Name: <i>(As per passport or NRIC)</i>	
Given / Common Name:	M <u>or</u> F
Current Address:	
Country of Origin:	
Passport No / NRIC:	
Phone:	
Email:	
Date of Birth:	

○Emergency Contacts○

Name:	
Phone:	
Home or Work Address:	
Email:	

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Acknowledgement & Declarations

Acknowledgement of Financial Responsibility <i>Please tick (✓)</i>	<input type="checkbox"/> I acknowledge that payment of the required course fees must be made before the course starts, unless otherwise arranged with the Principal. I also acknowledge my financial obligations for payment of all fees and other expenses incurred during my studies. I understand that this course is not transferable.
Declaration <i>Please tick (✓)</i>	<input type="checkbox"/> I declare that all the information contained herein is true, correct and complete.
Signature:	Date:
Printed Name:	

Parent/Guardian Approval

(If applicant is under 18 years of age)

Signature:	Date:
Printed Name:	Relationship:

Checklist (Please tick ✓)

- Application Form
- CV or Resume,
- Confidential Reference Form
- Copy of English language assessment results, if any (e.g. IELTS, TOEFL)
If none, applicant may need to attend a phone or face-to-face interview
- Copy of Academic Certificates
- First payment of RM 1800 (Cash, Cheque or Bank Transfer, see info box below)
Cheques payable to: *Pusat Bahasa Sinar Global Sdn. Bhd.*

Methods of Payment

Cash or Cheque: Make payable to Pusat Bahasa Sinar Global Sdn. Bhd.

Bank Transfer : In Malaysia: Hong Leong Bank, Account Name: Pusat Bahasa Sinar Global, Account number 14100006601

Outside Malaysia: Swift Code HLBBMYKL, Bank Address: 98-G-15 Prima Tanjung Business Centre, Jalan Fettes, Tanjung Tokong, 14070 Pulau Pinang, Bank Phone: +604.890.4188

Email a copy of the financial transaction and copy of this application form to: info@mytesol.com

Send Completed Applications to:

Mail or Hand Delivery:	myTESOL Malaysia Head Office 98-1-25 Prima Tanjung Business Centre Jalan Fettes, Tanjung Tokong 10470 PENANG, MALAYSIA	Business Hours Monday to Thursday ONLY 9.00 am to 12:00 noon
Email:	info@myTESOL.com	
Need assistance?	Call 013.470.1402 for help with your application.	



Confidential Reference Form

Dear Reference Provider,

(Applicant's name) _____ has applied to attend the English TESOL Skills Course offered by myTESOL. This is a challenging course designed to equip and train people to teach English to speakers of other languages in a class environment. We value your feedback and consideration of the applicant's suitability for such a course. Please provide a brief comment on each of the following questions and return the form directly to myTESOL.

Please Return This Completed Form to:

Mail or Hand Delivery: <i>(In a sealed envelope)</i>	myTESOL Malaysia Head Office 98-1-25 Prima Tanjung Business Centre Jalan Fettes, Tanjung Tokong 11200 PENANG, MALAYSIA	<u>Business Hours</u> Monday to Thursdays ONLY 9:00am to 12:00 noon
Email:	info@myTESOL.com	
Need assistance?	Call 013.470.1402 for help with this form.	

General Information

What is your relationship to the applicant?	
How long have you known the applicant?	
How well do you feel you know the applicant?	
Is there anything that would hinder the applicant from completing this course?	

Please Rate The Applicant In These Areas

(On a scale of 1-10 : 1 being the lowest and 10 being the highest)

Diligence :	Punctuality :	Personal Grooming :
Attitude to Work :	Emotional Stability :	Consideration for Others :
Attitude Towards Other Cultures :	Flexibility :	Academic Ability :
Financial Responsibility :	Dependability :	Responds Well to Authority :

I confirm that the above is true and correct to the best of my knowledge.

Signature: <i>(Reference Provider)</i>	Date:
Printed Name:	Phone No:
Address:	

*Thank You
very Much!*