



2024

Centre of English Studies

CELTA

Certificate in Teaching English to
Speakers of Other Languages

CES Dublin



www.ces-school.com

Introduction

Centre of English Studies: Who are we?

CES (Centre of English Studies) was established in 1979 and is the oldest language school in Dublin. Over the last 44 years we have won an international reputation as one of the leading English language schools in Ireland, the United Kingdom and Canada. 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-RELSA (Marketing English in Ireland / Recognised English Language Schools Association). CES is a full member of IALC (International Association of Language Centres) and EAQUALS (European Association of Quality Language Services). CES has delivered teacher training courses since 2004. During this time, CES has successfully trained more than 2,000 teachers.

What is CELTA?

The University of Cambridge CELTA (Certificate in Teaching English to Speakers of Other Languages) is the most widely recognised introductory teacher training qualification in EFL teaching in Ireland and internationally.

The CELTA certificate entitles the bearer to teach the English language to non-native speakers both in Ireland and abroad. This certificate is now the benchmark qualification for employment in the quality EFL sector in Ireland and abroad. Due to increased standardisation of English teaching certificates, it is often the minimum requirement for teaching abroad.

Please see www.cambridgeenglish.org for further information.

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



We run a 4-week full time course and a 10-week part time course. Our 10-week part time / fully 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 are done online through a Cambridge Moodle platform with 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. All teaching practice is carried out through Zoom.

Due to its popularity when first introduced last year, we have added another 24-week part time course for 2024. These are fully online courses which are ideal for those with a busy schedule. The two courses will run from 17th January to 26th June and 3rd July to 11th December (with Teaching Practice happening every second week on Wednesday).

"I cannot recommend this course enough! The tutors are incredibly supportive, patient and want you to pass." Adam, 2023



Course Details

Full-Time Course Details 2024

Course Dates	15th January - 9th February face-to-face 19th February - 22nd March - online 8th April - 3rd May face-to-face 3rd June - 5th July - online 2nd September - 27th September - face-to-face 7th October - 1st November face-to-face 11th November - 13th December - online
Course Times	Monday to Friday 9am - 5pm Approximately 25 additional hours per week needed outside course time

Part-Time Course Details 2024

Course Dates	8th January - 22nd March - online 10th February - 27th April - online * 1st April - 14th June - online 1st July - 13th September - online 14th September - 30th November - online * 30th September - 15th December - online
Course Times	Independent work - approx. 20 hours per week. Must attend 10 teaching practice days once a week (10am - 2pm) on Saturday, Sunday or Monday. All times for online courses are UK and Ireland time. * Teaching Practice days are Monday or Wednesday from 5.30pm until 8.30pm. Some live input sessions are also done on some Saturday mornings. 24-week Part Time 17th January - 26th June - online 3rd July - 11th December - online Must attend every second Wednesday from 9.30am - 12.30pm

Course Fees	€1,950 (face-to-face full time courses) €1,580 (5-week full time and 10-week part time online courses) €1,700 (24-week online courses) This includes all course material, certificate fee and a six-month period of Google Classroom access. If a place is cancelled fewer than 14 days before commencement of the course , the full course feel will be charged. There is a non-refundable deposit of €450 which needs to be paid once one has successfully completed the interview.
Entry Requirements	The minimum age to enrol is 18 although it is generally recommended that you are aged 20 or over. A degree is preferred as some countries require a degree for visa purposes. If you don't have a degree then you should have a standard of education that would allow you entry into higher education. You should have an awareness of language and a competence in both written and spoken English that enables you to follow the course and complete the assignments set throughout the course. Non-native speakers are required to have a competency level at C1/2 level and certification of this should be provided (e.g. Cambridge Proficiency Exam or IELTS 7.5)

Frequently asked questions

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

The course will cover the following areas:

- **Teaching Practice sessions** - teaching classes of mixed-nationality students at two levels.
- **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**
- **Authentic Materials** - using and adapting authentic materials
- **Language Skills** - integration of the four skills
- **Methodology and Creative Teaching** - modern approaches and methodology to language learning
- **Classroom Management** - a focus on group dynamics and teacher / student interaction
- **Error analysis** - understanding how learners learn and dealing with mistakes they may make
- **Materials Evaluation** - choosing and adapting course books

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 the teaching objectives.
- Effectively implement these lesson plans by teaching classes appropriate to the level and language needs of learners.
- Analyse language for the purpose of teaching and understand basic EFL terminology .
- Evaluate and adapt materials, authentic or otherwise for teaching various aspects of EFL.
- Understand how learners of different nationalities learn and effectively facilitate this process.

"I wouldn't hesitate to recommend the CES CELTA to anyone considering this path. From the very beginning, the level of support was phenomenal."

Anne - 2023

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

On a 120+ hour teacher training course, you need to teach 8 times for a minimum of 360 minutes. Each lesson that you teach will last 45 minutes. 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 tutor will be present to monitor the class and give both oral and written feedback after the teaching practice. All teaching practice lessons must be attended.

For the full time face-to-face course, all teaching practices take place within the school with classes of a maximum of 14 students.

Teaching on the part time course (and all online courses) takes place through Zoom online.

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 are required to complete all observations.

"I took the 5-week online course, which is known to be intense. However, the support from our teachers was amazing and they were always there to help and guide in the right direction with assignments, teaching practices or lesson plans."

Nicole, 2022



How will I be assessed?

You are assessed on two components: your teaching practice and four written assignments. Cambridge has a set of criteria for each component that you must meet in order to get the certificate. Towards the end of the course an external assessor comes in to moderate the course and to ensure that the assessment is being carried out consistently. During the course you will have a minimum of one private tutorial with your tutor at which you will be given an indication of your progress to 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. There are often job opportunities at CES (both in Ireland and in the UK) and we give preferences 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. We also liaise with certain language schools abroad and can assist candidates with working in certain countries such as South Korea, Japan, China, Hungary, Greece, etc.



Grades

Pass (Grade A)

Pass (Grade B)

Pass

The course can be 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 fail two assignments, you will not be able to pass the course. You will therefore not receive a certificate and cannot receive a refund of fees. Should a candidate withdraw from the course at any stage, there will be no refund of fees. In exceptional circumstances, a candidate may be able to return to complete the course at a future date.

Should a trainee have any questions or difficulties on the course, a member of our training team is always available to speak to and they endeavour to assist where possible.



“The feedback that I received from the tutors on the teaching practice was very detailed and targeted at helping me be a more successful and effective teacher.”

Ashley, 2022

“My tutors at CES really assisted me throughout my teaching journey. Doing the Celta gave me the confidence to teach a range of levels and prepared me for life in a classroom.” Max, 2023

Application

How do I apply?

Please complete the enclosed application form and return it to:

Celta Course Co-ordinator

Centre of English Studies,

31 Dame Street,

Dublin 2

or email it to:

teachertraining@ces-schools.com

You can also email to request a digital application form using the above email address.

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 applicant successfully passing the interview stage.

If accepted, you will be asked to pay a deposit of €450 to secure your place. This deposit is non-refundable. The balance of the fees should then be made two weeks before the commencement of the course. CES can only hold one's place on the course if payment has been received.

It is CES policy that a minimum of six participants are needed to run a course. There are a maximum of 12 places for the full time face-to face course and 18 places for the part time courses.

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 win the lottery, I'd travel around the world.
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.

APPLICATION FORM



I would like to take part in 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: _____