

School for International Training (SIT) Best Practices in TESOL Certificate Course

Why choose the SIT Best Practices in TESOL Certificate Course?

- The SIT Best Practices in TESOL Certificate is recognized in the U.S. and abroad.
- The SIT Graduate Institute is a fully accredited university, and the course is independently assessed and validated.
- SIT has extensive experience in the TESOL profession, with 33 years offering the MA TESOL degree.
- SIT-licensed trainers are fully qualified and specially trained to deliver this course.
- You will receive 120 hours of instruction from one (or two) full-time trainers.
- The small class size allows for maximum learning.
- The course is taught with an inductive, experiential, hands-on approach.
- SIT has developed groundbreaking, internationally recognized curricula and programs for organizations such as the Peace Corps, USAID, and the United Nations.

FAQs

1. What will I learn?

The SIT Best Practices in TESOL Certificate Course addresses three areas:

1. Participants explore the relationship between language learning and teaching, which later provides the foundation for their investigation of teaching.
2. Participants plan, teach and assess lessons in the four skills (speaking, listening, reading and writing), grammar, and culture, through experiential activities, teaching demonstrations, discussions, lesson planning, and readings.
3. Participants put their new knowledge and skills into practice through daily practice teaching sessions. Trainers observe and facilitate feedback sessions after these lessons. From them, participants learn to reflect on and assess their own teaching as well as to learn from their peers' teaching.

2. What is the School for International Training?

The SIT Graduate Institute (formerly the School for International Training), located in Brattleboro, Vermont, is a fully accredited university offering master degree programs in language teacher education and intercultural management as well as more than fifty undergraduate study abroad programs. The mission of the school is to enable participants to develop the skills, knowledge, attitudes and awareness needed to contribute effectively to global understanding.

SIT is well-known nationally and internationally for its work in language teacher education and has been training learner-oriented, culturally sensitive and humanistic language teachers in their Master of Arts in TESOL course for over thirty years. It has prepared over 2000 active professionals who are working in the field today making significant contributions as classroom teachers, administrators or consultants throughout the US and in over 70 countries around the world.

Among the earliest proponents of experiential education, SIT's program provides teachers with the knowledge to achieve excellence in their classroom practice and to be advocates for intercultural understanding. These same elements provide the basis for the design of the four-week certificate program.

3. Why should I take the SIT Best Practices in TESOL Certificate Course?

The SIT Best Practices in TESOL Certificate Course provides practical training in which the participants develop skills in planning lessons and teaching speaking, listening, reading, writing, grammar and the culture of English. The workshop sessions are highly interactive and experiential in nature. The course includes

planning lessons and teaching fifteen hours of classes to ESOL students. Your trainers and fellow participants will observe you teaching and give "hands-on" advice after each session.

4. Who teaches the course?

The SIT Best Practices in TESOL Certificate course is taught by two trainers working in tandem (or one trainer if the group consists of ten or fewer participants). The trainers' responsibilities include teaching the course content, processing discussions, coaching participants in developing lesson plans, coaching participants on how to plan and teach lessons from the learners' perspectives, facilitating peer teaching and learning, analyzing participants' teaching through observable learner behaviors, and providing feedback to participants based on measurable outcomes. The trainers have significant experience

- 1) teaching a variety of levels with diverse student learners,
- 2) leading group discussions in which they help participants reflect on what they know and what they are learning about teaching and learning,
- 3) Introducing frameworks and guiding the participants' use of a framework.

5. Is the course the same at any site?

SIT Best Practices in TESOL Certificate courses are offered in a variety of locations and can differ in their curricula. The SIT Best Practices Course at Rennert uses the same material and curriculum as the SIT TESOL Certificate. Each course is taught by trainers who have been trained by SIT. In addition, the course is assessed by an SIT evaluator.

6. What kind of people take this course?

Participants encompass a broad range in age and experience, but many are college age students who are interested in teaching English in their native countries. There are also working professionals preparing to enter alternative careers or retirement, as well as those who have been teaching in ESOL for many years who would like to continue their professional development by obtaining a certificate in TESOL.

7. What are the entrance requirements?

You must have a high school degree and show a capacity for tertiary education including a good understanding of the English language and good writing skills. All applicants must have an oral interview (which can be done by phone) to ensure their listening/speaking skills are adequate to take the course and to teach English. All participants must show a willingness to plan and teach in groups and to work reflectively.

8. What kind of a job will I be able to get with this certificate?

The certificate is a pre-service credential which is recognized internationally by many educational and governmental bodies. This certificate will help you find a position in a language institute, in an adult education program or in many public schools overseas. Almost every teaching opportunity overseas now requires the TESOL or TEFL certificate (see below for definitions), and usually one that provides over 100 hours of instruction including a practicum. The SIT Best Practices in TESOL Certificate more than fulfills this requirement.

10. What is the difference between TESOL and TEFL?

Basically they are the same thing. Teaching English to Speakers of Other Languages (TESOL) is an umbrella term that includes Teaching English as a Second Language (TESL) and Teaching English as a Foreign Language (TEFL). TESOL is an acronym that is used more by US-based programs and TEFL more by British programs. Most job postings will include one of these terms.

12. Does everyone who attends the course get a certificate?

To receive the certificate at the end of the course you must meet all the program requirements. The requirements are: 1) attend all the program sessions (allowances are made for emergency situations), 2) communicate effectively in written and oral English 3) successfully achieve the goal and objectives of the program, 4) complete all of the student teaching requirements, 5) successfully complete all program assignments. Trainers in the course will meet with you at regular intervals to give you feedback on all aspects of your work in the program. You will also do self-assessment and peer assessment as part of your program.

13. How does SIT Best Practices in TESOL differ from the SIT TESOL Certificate?

The SIT Best Practices in TESOL Certificate is especially designed for non-native speakers whose English does not meet the standard required for the SIT TESOL Certificate. Participants receive 120 hours of instruction (rather than 130) including a minimum of 6 hours of observed practice teaching per participant. The same materials are used and the same skills, knowledge and teaching principles are covered on both courses. The requirements for completing the course are the same except that the language requirement is not as high.

13. Does SIT offer other programs?

Other programs offered by the S.I.T. Graduate Institute on its campus in Brattleboro, Vermont, USA include:

- [Master in International and Intercultural Management](#)
- [Master of Arts in Teaching](#)



Some examples of the SIT approach to teaching can be found in these articles by or about SIT Faculty:

Student Invested Material: Structuring Activities, by Kathleen Graves

This article first appeared in Cross Currents. A Journal of Communication, Language and Cross-Cultural Skills

An Interview With Jack Millett

This article first appeared in TESOL Matters. This interview with senior faculty member Jack Millet explores some of his approach to language teaching.



Course Dates and Tuition 2008 - 2009

Intensive Courses: Monday-Friday, 2:00pm – 8:00pm

September 8, 2008 – October 17, 2008
February 23 - April 3, 2009
June 1 - July 10, 2009
September 8 - October 18, 2009

Tuition: \$2900 (cost of instruction and all materials)

A \$50 non-refundable Application Fee must accompany your application in order for it to be considered.

A \$500 non-refundable deposit is due upon acceptance into the course to reserve your place. The remaining balance is due two weeks before the course start date.

Each course has a maximum of 10 participants. As we have rolling admissions, it is best to apply as early as possible to ensure a place.

Refunds and Other Policies

Refund Policy

The following policies apply to SIT Best Practices in TESOL Certificate courses run by Rennert Bilingual.

1. Application Fee

The \$50 Application Fee is not refundable. This fee may be applied to future administrations of the course up to one year from the date of the course for which the fee was originally collected.

2. Pre-Course Decision Not to Attend

If a participant decides not to attend a course into which s/he has been accepted, s/he may apply the \$500 non-refundable deposit towards another course within 6 months, provided that Rennert Bilingual is able to fill his/her spot in the original course. Otherwise, the deposit is non-refundable.

3. Return of Deposit

If an applicant is not accepted or the course is cancelled due to low enrollment, the \$500 deposit will be returned.

4. Decision to Withdraw Within First Two Days

If a participant withdraws, or is asked by trainers to withdraw because sessions/days were missed in the first two days of the course, s/he can receive half of the tuition payment back, minus the \$500 non-refundable deposit. Non-native speakers who decide to withdraw from a course in the first two full days due to language difficulties will also receive half of their tuition back minus the non-refundable deposit.

5. Decision to Withdraw After First Two Days

There will be no tuition refunded after the first two full days of the course.

6. Decision to Withdraw Due to Serious Medical Reasons or Emergency

If a participant must withdraw mid-course for serious medical reasons or because of a family emergency, and can provide a doctor's certificate confirming the situation, s/he can re-enroll within 6 months without payment of further fees. There will be no refund.

Attendance Policy

- Participants are expected to attend all course sessions. Those who know in advance that they are unable to attend the whole course cannot be accepted. Participants should understand that the course is a full-time endeavor. In order to complete the demands of the course successfully, participants should not expect to be able to



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work or attend to other commitments during the course.

Note: The SIT Best Practices in TESOL Certificate Course is very intensive. This being the case, it is highly recommended that it be your top priority for the duration. We have found in the past that participants can become extremely frustrated when trying to juggle the demands of the course with other commitments. The SIT Best Practices in TESOL Certificate course is an amazing opportunity and we want you to be able to take full advantage of it while enjoying the experience. We are very confident that you will be happy with the results.

- In the event of a serious illness or emergency, participants should notify a trainer as soon as possible. The participant must make up all missed work and practice teaching.
- The first full two days of the course cannot be missed. If this should occur, the participant must withdraw.
- If the participant must take a prolonged absence (more than two days), s/he must withdraw from the course. If the absence is due to medical reasons or family emergency and s/he can provide a doctor's note confirming the situation, the participant can start another course within 6 months without payment of further fees. There will be no refund.
- If the participant has missed more than 2 days of the course, has been unable to meet criteria for receiving the certificate, e.g. not completing practice teaching requirements (4 hours of individual practice teaching) in the SIT Best Practices in TESOL Certificate course, or not completing written assignments, no certificate will be granted.

Obtaining the SIT Best Practices in TESOL Certificate

Acceptance into the course is not a guarantee that a participant will receive the certificate. If a participant has not successfully completed or mastered any segment of the course, or has not completed the written work satisfactorily, the participant will not be awarded the certificate, but rather will be awarded a Letter of Learning instead.



Contact Us

For more information about the SIT Best Practices in TESOL Certificate Course in New York, please contact:

SIT TESOL Certificate Program
Rennert Bilingual
216 E. 45th St.
New York, NY 10017

Email: tesol@rennert.com
Website: www.rennert.com
Telephone: 212-867-8700
Fax: 212-867-7666

For general information about the SIT Best Practices in TESOL Certificate Course or SIT Graduate Institute, please contact:

SIT TESOL Certificate Program
Margaret Tarmy
World Learning's SIT Graduate Institute
Kipling Road, P.O. Box 676
Brattleboro, Vermont 05302-0676

Tel 802-258-3310
Fax 802-258-3316
Email tesolcert@sit.edu
Website www.worldlearning.org

Application Procedure

The course has a maximum of twelve participants. As we have rolling admissions, it is best to apply as early as possible to ensure a place.

1. Complete the following and send to Rennert Bilingual:
 - Application, including the essay
 - Conditions of Participation Agreement
 - \$50 application fee
 - for non-native English speakers, a copy of your TOEFL or IELTS score (a photocopy of the official score is acceptable)

As we can not accept credit card payments by email, please fax or mail your application packet to:

SIT Best Practices in TESOL Certificate Program
Rennert Bilingual
216 E. 45th St.
New York, NY 10017

Fax: 212-682-2193

2. Once we receive your application, we will schedule a phone interview to assure that the program is a good fit for you.
3. Upon acceptance to the program, mail or fax a \$500 deposit to secure your space in the class of your choice.



SIT Best Practices in TESOL Course Application

Personal Data

Name _____
(as you wish it to appear on your certificate)

Current address _____

Permanent address _____

Telephone (home) _____ (other) _____

E-mail _____ Fax _____

Occupation _____ Citizenship _____ Gender **M / F**

Native language _____ Date of Birth _____

TOEFL and/or IELTS Score (if applicable) _____

Dates of course you wish to attend:

First Choice _____ Second Choice _____

Educational Background

School Attended	Dates	Degree/Diploma

Language Learning Experience

Do you have experience learning other languages? Yes _____ No _____

If yes, which languages and for how long?

Teaching Experience

Do you have any teaching experience? Yes _____ No _____

If yes, what have you taught, to whom and for how long?



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To Share Please check one:

The SIT Best Practices in TESOL Certificate program has____ / does not have_____ permission to print my permanent address and phone number in the program binder to share with other program participants.

Please write a **brief** 'bio-blurb' about yourself to be included in the program binder.

Other Information

Why do you want to take the SIT Best Practices in TESOL Certificate course? _____

What do you plan to do with your certificate, if awarded? _____

How did you hear about the SIT Best Practices in TESOL Certificate course? _____

Please share any other information that you would like the program staff to know.____

Please Sign _____ **Date** _____

Each course has a maximum of twelve participants. As we have rolling admissions, it is best to apply as early as possible to ensure a place.



Application Essay Question

Please write a one to two-page essay on the following topic and send it in with your application.

A Harvard psychologist has stated that the three ingredients to successful learning are: wanting to learn, knowing how to learn, and having a chance to learn. Discuss this in an essay using personal examples from your own learning (not limited to language learning).

TESOL Certificate Course Conditions of Participation

Participants are required to participate fully in all course components and to comply with all procedures and policies of the School for International Training and the SIT course run at Rennert Bilingual. A participant who leaves any scheduled course activities without written authorization from the course trainers or program administrators will not be allowed to return and will be considered withdrawn. The normal refund schedule will apply.

Dismissal

SIT, at its sole discretion, reserves the right to dismiss any participants for any of the following reasons: failure to participate fully in all program components, failure to observe published policies or procedures, failure to disclose information requested by the School (e.g. health information), ill health that interferes with effective program participation, or conduct that is, in the sole judgment of the course trainers, improper or offensive to the School, the hosting school, ESOL students, or other program participants, or is potentially detrimental to the health and safety of the participant or the health and safety of other participants in the course, or inappropriate for the course or for study in a cross-cultural environment. Examples may include, but are not limited to the use of drugs, excessive alcohol consumption, and unacceptable sexual behavior. In the event of dismissal, the normal refund schedule will apply.

Miscellaneous

These conditions of participation represent the complete understanding with the School for International Training concerning SIT's responsibility and liability for participants' participation in the program. These conditions of participation supersede any previous or contemporaneous understandings with SIT, whether written or oral, and cannot be changed except in writing and signed by an authorized officer or agent of SIT. Should any provision or aspect of this agreement be found unenforceable, all remaining provisions of the agreement remain in full force and effect. Should there be any dispute concerning participation in the course that would require the adjudication of a court of law, such dispute or lawsuit must be filed only in a court in Windham County, Vermont or in the United States District Court for the District of Vermont, to the exclusion of any other court or jurisdiction. This agreement shall be governed by the laws of the state of Vermont (without regard to its conflicts of law rules).



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Conditions of Participation Agreement

In anticipation of acceptance by SIT and in consideration for being permitted to participate in the program, I agree to the terms of the "Conditions of Participation," and "Refund and other Policies", acknowledge that I have read them and understand them thoroughly, and represent that my agreement is wholly voluntary. I have shared the above information with any other parties responsible for payment of my fees or with related interest. I understand that, before signing this agreement, I have the right to consult with the advisor, counselor or attorney of my choice. I certify that I am 18 years of age or older.

Name (please print) _____

Date _____

Signature _____

Method of Payment

I am including the payment of my \$50 Application Fee as follows:

Check Drawn on a US Bank, in US\$, payable to Rennert

International Money Order

Credit Card Payment

Visa MasterCard (sorry, we can not accept American Express)

Bank Wire Transfer

Wire to:

Bank Wire Transfer to: Rennert Miami, Account No. 2000031328128, Wachovia Bank, N.A., 757 Third Ave., New York, NY 10017, USA; Swift Code PNBPU33, Routing # / ABA 026012881 – with no charges to the beneficiary.

Card Number: _____

Expiration Date: ____Month ____Year

I hereby authorize Rennert Bilingual to charge my credit card in the amount of US \$50 as payment of the SIT TESOL Application Fee for

NAME OF APPLICANT

/ /
MONTH DAY
YEAR

NAME OF CARD HOLDER

SIGNATURE OF CARD
HOLDER

Please make a copy for your records and return this form to Rennert Bilingual along with your application.