



TAALSENTRUM
LANGUAGE CENTRE
IZIKO LEELWIMI

ENQUIRIES
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Teaching English as a Foreign Language (TEFL)

A certificate of competence short course

Sign up for a TEFL certificate through Stellenbosch University's Language Centre to –

- gain the skills to teach English as a second or foreign language;
- earn an income from the comfort of your own home;
- be able to work flexible hours;
- use your skills to teach English overseas; and
- teach English online (a brand-new module, included in the price).

Course objectives

Trainees will have developed the following by the end of the course –

- a familiarity with English language teaching theories, methodologies and terminology;
- a range of practical teaching skills preparing you to teach English to learners of various ages and levels;
- the ability to effectively plan, prepare and teach communicative, learner-centred language lessons; and
- the ability to reflect on planning and teaching decisions, and to evaluate the effect of those decisions on student learning.

Course content

The following aspects are covered:

- Introduction to the world of TEFL
- Lesson planning
- Teaching methodologies
- Receptive and productive skills
- Pronunciation and phonology
- Activities and resources
- Facilitating learning and communication
- Classroom management
- Language awareness
- Developing and using teaching aids
- Error correction
- Proficiency and placement testing
- Teaching English online (brand-new module)

Prerequisites for the course

- You should be at a minimum of B2/Upper-Intermediate English language proficiency level. That means that you should be able to speak and write English fluently.
- You need an undergraduate degree from an English-speaking country or should be in the process of completing your degree, as many teaching positions require prospective TEFL teachers to have one before they apply for a work permit.
- You may be required to take an Online English Proficiency Test prior to the start of the TEFL course if you do not meet the minimum English language requirements above.

Course duration and dates

The TEFL course is presented in two sections; a theory component and a teaching practicum. The theory component will be completed in 4 weeks (full-time) or 12 weeks (part-time) and the additional 5 hours of contact teaching will occur at the end of each course. TEFL trainees will receive an assessment report from Stellenbosch University on completion of the theory component and trainees will receive their TEFL certificate on completion of the additional 5 hours of contact (face-to-face) teaching. Due to the Covid-19 pandemic, we will run one in-class (face-to-face) full-time TEFL course and three part-time (live online video) TEFL courses in 2021.

- Full-time online course dates: 1 – 26 February 2021 (9:00–14:00 daily)
- Part-time course dates: 8 March – 28 May; 7 June – 27 August; 6 September – 26 November 2021 (2 hours, twice a week over 12 weeks online)

Full-time course requirements

In the full-time course we will expect trainees to attend all online video-call sessions presented as four one-hour sessions per day and submit all activities and assignments online by the deadlines given. Trainees will need access to a laptop or desktop computer with a good speaker and microphone, and access to reliable wifi for the video calls.

Part-time course requirements

In the part-time course we will expect trainees to attend all of the live, online video call sessions and submit all activities and assignments online by the deadlines given. Trainees will need access to a laptop or desktop computer with a good speaker and microphone, and access to reliable wifi for the video call sessions.

We present this 120-hour, blended learning part-time short course over 12 weeks as follows:

- 2 compulsory video-call sessions per week of 2 hours each
- 2,5 hours per week of self-paced reading and research
- 2,5 hours per week to complete activities and assignments
- 5 hours of practical teaching plus a total of 1 hour online microteaching

General arrangements for the TEFL Course

- In the case of an emergency, you should notify the trainer and make up the missed work. If you are absent for more than 10% of the course, you will not be eligible for a certificate.
- You will need to complete and submit the course assignments successfully online. These include (but are not restricted to) planning and teaching lessons, self-assessment assignments, written assignments, research and presentation with regard to grammar, the preparation of a portfolio and programme evaluation.
- We will expect you to take part in all aspects of the course in an active manner through online discussions with peers and your trainer, note-taking and commentary on readings and research. You should also develop and maintain respectful and supportive relationships with peers, students and trainers.
- The pass mark for the course is 60% for both the theory and practical component.

Course cost

The cost of the course is **R12 650** per participant. Please note that we present courses only when a minimum of five paid candidates have confirmed. The course fee includes a digital TEFL manual that you will use as a weekly guide.

Course registration and payment

Apply and register via the [short course](#) system. A payment notification e-mail will be sent to you containing your unique reference number. Please e-mail your proof of payment along with a copy of your South African ID and/or passport to Jeanene Olivier at olivierj@sun.ac.za. Acceptance to the course will take place only after full payment of the fee, completed online registration and a copy of your identity document/passport has been received.

Discuss your English short-course and development needs with
Shannon Bishop sbishop@sun.ac.za
Intensive English Programme Coordinator