

TESL CANADA FEDERATION
FORM F - TESL TRAINING PROGRAM

Complete this form for all new TESL staff (e.g., trainer, practicum supervisor, sponsor teacher, etc.). In addition to this,

submit a two-page updated resume specifying the individual's TESL qualifications (degrees, diploma, experiences, etc.)

photocopy of relevant degrees, diplomas, work experience letters, etc.

a photocopy of official IELTS or iBT TOEFL test scores (for non-native speakers)

Note: No need to report individuals who have left the program.

Date:
Name of the institution:
Name of the contact:
Contact # / Email:

1.	Name of staff member TESL Canada Membership #	
2.	Certificate information	TESL Canada Professional Certification Level/Standard (if applicable) Certificate # Year of approval Copy of certificate included (this is required)
3.	Role	Function in the TESL Program submitted to TESL Canada (please tick) curriculum & program developer program / academic supervisor

		teacher trainer practicum supervisor practicum sponsor teacher administrator
4.	Education	Undergraduate degree University Date Graduate degree University Date
5.	TESL Training Information	Hours of theory and methodology Hours of observed practicum Hours of supervised practicum teaching
6.	Experience	Years / contact hours as ESL/EFL teacher Dates Admin hours Dates
7.	Language Proficiency for Non-Native Speakers	Level of language proficiency (Refer to English Language Proficiency Scores section of the website for requirements) Test provided Date Scores: S: L: R: W: O:

Additional Comments:

For adjudicator's use only:

Approved

Not approved

Recommendations

Please complete the payment information below for TESL Training Program Form F applications submitted without an annual report. For programs in Canada, please submit:

TESL Canada Form F Fee: \$25.00 (plus GST/HST)
\$25.00 + \$1.25 (5% GST) in Alberta, British Columbia, Manitoba, Saskatchewan, Quebec, NWT, Nunavut, and Yukon.
\$25.00 + \$3.25 (13% HST) in Ontario
\$25.00 + \$3.50 (14% HST) in Nova Scotia
\$25.00 + \$3.75 (15% HST) in New Brunswick, Prince Edward Island, and Newfoundland and Labrador

For programs outside of Canada, please submit:

TESL Canada Form F Fee: \$75.00

Total Amount:

Payment Method:

If paying by VISA or MasterCard, please fill out the information below:

VISA

MasterCard

Total Amount to be charged:

Name on Card:

Card No.:

Expiry date:

CVV No.:

Signature:

Cheques or Money Order to:

E-transfer to: info@tesl.ca

TESL Canada Federation
PO Box 30001 RPO Prospect Plaza
Fredericton, NB, E3B 0H8

TESL Canada Federation
PO Box 30001, RPO Prospect Plaza, Fredericton,
NB, E3B 0H8 Email: info@tesl.ca Website:
www.tesl.ca GST Reg. # 10806 9782