

Index

Overview	Page 2
The course	Page 2
What to expect	Page 2
The venue	Page 2
Who can apply?	Page 2
Aims of the course	Page 2
About the YL Extension course	Pages 3 – 6
Course Overview	Page 4
Syllabus	Page 4
Assessment	Page 5
Entry requirements for candidates	Page 5
Schedule and fees	Page 5
Applications and inquiries	Page 5 - 6
Sample timetable	Page 6
Supplementary Information	Pages 7 – 10
Accommodation	Page 7
Life in Vietnam	Page 8 – 10
FAQs	Pages 11– 16
Application pack	please see separate document

The information contained in this document is correct at the time of printing. ILA Vietnam reserves the right to vary any of the specified information in this document. Please check with ILA Vietnam for the latest details.

This version: March 2011



Overview

The course

The Cambridge *YL Extension to CELTA* is a two-week intensive training course for English language teachers who wish to enter the field of teaching children.

This 60-hour extension course is specially designed for CELTA qualified teachers who wish to extend their skills to include those necessary for teaching English to young learners. The course is based on teaching practice and lesson evaluation, and is very practical in content and approach.

What to expect

The 2-week course is intensive, and requires a full-time commitment. The programme comprises 30 hours of seminars and workshops and 30 hours of teaching practice and peer observation, teaching practice feedback and assisted lesson preparation.

The course also requires at least 25 additional hours for unassisted lesson preparation, reading, research and assignment writing, and a further 6 hours observation of lessons taught by experienced ELT professionals. These additional hours of course work take place outside course contact time. Individual and group tutorials to monitor and discuss progress are also held outside course contact time.

The venue

Our teacher training course will take place in the context of a thriving language school in downtown Ho Chi Minh City. Trainees will have access to our experienced teachers and trainers, and the school's world class facilities and wide range of resources

Who can apply?

Candidates are usually people who have successfully completed the CELTA course. You do not need to have English as your first language provided that your awareness and competence in written and spoken English enables you to follow the course without hindrance. The minimum age is 18.

Note: Candidates who do not have a CELTA but have an equivalent entry level EFL qualification (e.g. the Trinity Cert TESOL) can also join the course. They will not be eligible to be awarded an endorsement certificate by Cambridge, but will be awarded a certificate by ILA Vietnam instead.

Aims of the course

The course programme is designed to enable candidates to:

- Transfer and apply their awareness of language and knowledge of the description of English from an adult to a young learner context
- Gain an initial understanding of the context within which young learners learn English, their motivations and the roles of the teacher and learner
- Transfer, adapt and apply the principles of effective teaching from an adult to a young learner context
- Transfer, adapt and apply basic skills for teaching English in the classroom from an adult to a young learner context
- Gain an initial awareness of appropriate resources and materials for use with young learners of English for teaching, testing and for reference
- Continue to identify opportunities for their future development as professionals in this field.

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About the YL Extension to CELTA course

Course Overview

If you have little or no previous experience of teaching young learners, but have previously been awarded the CELTA, you can take the YL Extension to CELTA. This extension course enables you to develop the skills and knowledge gained from your CELTA course and transfers them to a young learner's teaching environment. Successful candidates are issued with an endorsement certificate confirming the additional award of the Young Learner extension.

The assessment requirements are:

- 50 contact hours with course tutors
- 4 hours assessed teaching practice
- 6 hours directed observation of lessons taught by experienced ELT professionals
- 2 written assignments on: classroom teaching and the identification of action points; and aspects of the teaching and learning of English at young learner level through a focus on young learners and learning contexts
- 2 tasks as part of their preparation and planning which focus on language description and analysis within teaching practice; and evaluating teaching/learning materials

Syllabus

There are six main units of learning:

1. Language awareness

- Language description for the teaching of English to young learners
- The practical significance of similarities and differences between languages
- Reference materials for language awareness

2. The learner, the teacher and the teaching/learning context

- The young learner's educational background and traditions and the context for learning and teaching English at young learner level
- Different motivations for young learners learning English at different stages of their development
- Different learning and teaching styles in a young learner classroom

3. Planning for effective teaching of young learners of English

- The principles and practical realities of planning for effective teaching of young learners of English
- The selection and evaluation of appropriate materials and resources, including exercise types, for specific lessons with young learners.
- The evaluation of lesson preparation

4. Classroom management and teaching skills for teaching English to young learners

- Classroom presence, control and organization
- Teacher and learner language
- Practical skills for teaching young learners of different ages and ability levels
- Monitoring and evaluation of young learners' performance and progress

5. Resources and materials for teaching English to young learners

- Resources and materials for teaching English to young learners
- Criteria for selection and evaluation of resources and materials for use in teaching and testing young learners of English
- Ways in which materials and resources may be adapted for use in teaching English to young learners

6. Professional Development for teachers of English to young learners

- Self assessment: understanding the teacher's own development needs and working on strengths
- Preparation for employment: preparing to become a teacher, colleague and employee
- Professional development: support systems, publications, and courses for teaching English to young learners

Assessment

Assessment is criterion referenced, integrated and continuous. There is no formal final examination. The course, the assignments and the tasks are of a highly practical nature. While classroom teaching practice is of the greatest importance, all aspects of performance and work done on the course are taken into consideration, including written work and overall professionalism. Candidates are informed of their progress during the course by written commentary on their teaching practice and assignments, and by tutorial.

The course trainers assess candidates and an external assessor, appointed by Cambridge University, regulates the results to standardize grades. The YL Extension to CELTA is awarded to candidates who satisfy all assessment criteria and complete all course requirements. The grades of the YL Extension to CELTA are Pass or "No Certificate Awarded".

Entry Requirements for Candidates

Candidates should ideally have been awarded the CELTA as the YL Extension to CELTA builds on the CELTA syllabus. Candidates who do not have a CELTA but have an equivalent entry level EFL qualification (e.g. the Trinity TESOL) can also join the course. However, they will not be eligible to be awarded an endorsement certificate by Cambridge, but will be awarded a certificate by ILA Vietnam instead.

Cambridge regulations state that candidates:

- Must have an awareness of language and a competence in English, both written and spoken, that enables them to undertake the course and prepare for teaching a range of English levels.
- Must be at least eighteen years old at the start of the course. It is generally recommended that candidates should be aged 20 and over, but candidates aged between 18 – 20 can be accepted at the centre's discretion.
- Must have the potential to develop the necessary skills to become effective teachers of young learners and to successfully complete the written assignments and the assessment of practice teaching.
- Should normally have, as a minimum entry requirement, a standard of education equivalent to that required for entry into higher education. However, candidates who do not have formal qualifications at this level who can demonstrate their ability to complete the course successfully may be eligible for entry.

All applicants must complete a pre-interview task (see the application pack) and have an interview. This interview can be done over the telephone. The admission procedure is designed to safeguard applicant's interests.

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The written application:

- is designed to challenge you.
- needs to be completed carefully and thoroughly.
- shows you the areas you'll be involved in during the course.
- helps the centre to accept only those candidates who we think can successfully complete the course. This is a requirement by Cambridge.

Assessment

Candidates are assessed on a continuous basis, with particular emphasis on their ability to teach young learners, along with their written assignments and their professional development.

1. Applications and Inquiries

Download the application pack and complete the application form, application task, and declaration. You can do this by hand or electronically.

2. Forward these [as an email attachment] to Sean Lopez at ylextension@ilavietnam.com or send them by post to :

Sean Lopez

Teacher Training Coordinator Assistant

51 Nguyen Cu Trinh Street, District 1, Ho Chi Minh City, Vietnam

3. Upon reviewing your completed application, we will contact you to arrange a telephone interview.

4. If you have any inquiries, please contact Sean Lopez, at ylextension@ilavietnam.com

Note: In the unlikely event of your chosen course not running, ILA will offer a full refund for candidates who have paid either a deposit or the full fee.

A Sample timetable (may vary during actual course)

The following are sample daily timetables for our YL Extension to CELTA course:

Timetable A

09.00 – 12.00 Teaching practice

13.00 – 16.15 Input

16.30-17.30 Feedback & planning

Timetable B

09.00-12.15 Input

13.15 – 16.15 Teaching practice

16.30 – 17.30 Feedback and planning

Timetable C

9.00 – 10.00 Feedback on previous day's teaching & planning

10.15 – 11.45 Input 1

12.45 – 14.15 Input 2

14.45 – 17.45 Teaching Practice

The exact timetable used on a given course depends on a number of factors, such as the learner age group and the time of year. However, these are the most commonly used. Note that whichever format is used, you will need to spend time liaising with colleagues about what you have been and will be teaching your learners in the teaching practice sessions.

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Supplementary Information

Accommodation

84 is the country code and 8 is the code for Ho Chi Minh City. When calling from inside Vietnam but not Ho Chi Minh City use the 8. When calling from inside Ho Chi Minh City the 8 is not necessary.

Please note that the listing of accommodation here does not constitute a recommendation by ILA. For further accommodation information please visit www.asiahotel.com and look in quality guidebooks such as The Rough Guide and Lonely Planet. We take no responsibility for any dissatisfaction with accommodation. This ultimately is the responsibility of the trainee.

Budget Accommodation (around US\$ 10 – 15 per night)

- 1) Kim Hotel – 40/18 Bui Vien Street, District 1, Ho Chi Minh City
Tel: + 84 8 836495
E-mail: saigonhotel_loan@hotmail.com
- 2) Phong – 40/14 Bui Vien Street, District 1, Ho Chi Minh City
Tel: +84 8 8365221
- 3) Tan Mai Phai – 40/14A Bui Vien Street, District 1, Ho Chi Minh City
Tel: +84 8 8367438
- 4) Ngoc Dung – 225/4 Nguyen Dinh Chieu Street District 1, Ho Chi Minh City
Tel: +84 8 8342733
- 5) Ngoc Minh Guest House – 283/11 Pham Ngu Lao Street, District 1, Ho Chi Minh City
Tel: +84 8 836 5215
E-mail: ngocminh-hotel@hcm.vnn.vn
- 6) Truong Chinh Co., Ltd – 266 De Tham Street, District 1, Ho Chi Minh City
Tel: +84 8 8370806

Accommodation ranged from US\$ 13 – 20 per night

- 1) Vien Dong Hotel – 275A Pham Ngu Lao Street, District 1, Ho Chi Minh City
Tel: +84 8 8368941
- 2) Dai Loi Hotel – 271 Le Thanh Ton Street, District 1, Ho Chi Minh City
Tel: +84 8 8226895
- 3) Evergreen Hotel – 261b Hai Ba Trung Street, District 1, Ho Chi Minh City
Tel: +84 8 8298875

Accommodation ranged from US\$20 and above

- 1) Que Hong – 129 – 131 – 133 Ham Nghi Street, District 1, Ho Chi Minh City
Tel: +84 8 8213547
- 2) Bong Sen 1 – 115 – 119 Dong Khoi Street, District 1, Ho Chi Minh City
Tel: +84 8 8291516
- 3) Bong Sen 2 – 56 – 66 Nguyen Hue Street, District 1, Ho Chi Minh City
Tel: + 84 8 8244236

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Accommodation ranged from US\$35 and above

- 1) Liberty 4 Hotel – 265 Pham Ngu Lao Street, District 1, Ho Chi Minh City
Tel: +84 8 8365822
- 2) Oscar Saigon Hotel – 68A Nguyen Hue Street, District 1, Ho Chi Minh City
Tel: +84 8 829 2959
- 3) Palace Hotel – 56 – 66 Nguyen Hue Street, District 1, Ho Chi Minh City
Tel: + 84 8 829 2860
- 4) Vien Dong Hotel – 275A Pham Ngu Lao Street, District 1, Ho Chi Minh City
Tel: +84 8 8368941

Accommodation ranged from US\$65 and above

- 1) Caravelle Hotel – 19 Lam Son Square, District 1, Ho Chi Minh City
Tel: +84 8 8234999
- 2) New World Hotel – 76 Le Lai, District 1, Ho Chi Minh City
Tel: +84 8 822 8888
- 3) Park Hyatt Saigon – 2 Lam Son Square, District 1, Ho Chi Minh City
Tel: + 84 8 8241234
- 4) Renaissance Riverside Hotel Saigon – 8 – 15 Ton Duc Thang, District 1, Ho Chi Minh City
Tel: +84 8 8220033
- 5) Rex Hotel – 141 Nguyen Hue, District 1, Ho Chi Minh City
Tel: +84 8 8292185

Life in Vietnam

Living in Ho Chi Minh City

Vietnam has its sights firmly fixed on becoming the next Asian Tiger. The pace of growth is phenomenal, but not without its drawbacks. Traffic, pollution and petty theft are the major gripes of resident expatriates. Although minor on an international scale, they do exist and must be taken into account by anyone wishing to spend time here.

Located in the South of Vietnam, Ho Chi Minh City is Vietnam's second city and the country's economic and commercial hub. Despite its population of 8 million people, HCMC, (also known as Saigon), is not large and maintains a small town atmosphere. Extended periods under French rule have left a city of narrow streets and tree-lined boulevards. Dilapidated colonial villas have been taken over by foreign companies and governmental departments and restored to their former glory.

The Saigonese are extremely warm and friendly people. Westerners are welcomed and integration into the community is commonplace. Teachers are particularly highly regarded and well respected by the Vietnamese.

Useful Information

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Accommodation here is mostly shared housing. You can expect to share with 1 - 3 people in a typical Vietnamese style house - 4-metres wide, 3-storeys. The bedrooms are likely to be air-conditioned, while the common living area will have a ceiling fan.

Eating

Eating out is a delight and many westerners find themselves rapidly expanding their waistlines. (see Keeping fit). Food from all over the world is available at excellent prices. Vietnamese cuisine is amongst the healthiest in the world and a meal costs from \$1.00 upwards. (Pho - traditional Vietnamese soup).

The food is so good that few people bother to eat at home. Many restaurants have a home delivery service.

Drinking

The choice of bars is nearly as great as that of eateries. From the outdoor Bia Hoi, where a litre of freshly brewed beer costs about 25 cents, to the roof-top bar of the Caravelle Hotel, with its exclusive clientele and panoramic views of the city. Nightlife comes alive at the weekends when the whole city seems to take to the streets. The most popular nightspots close from 2 - 4 AM. The wide variety of bars, discos/nightclubs and restaurants will ensure that you are never bored and give you opportunities to meet up with fellow expats.

Travel and Transport: Around the city

The bus system is improving and many new buses have been added to the city's fleet. However, very little information regarding routes and schedules is published in English and most foreigners don't use the inner city buses. Driving in the city can be hazardous, as the laws of the road are not always observed and traffic can be heavy, especially at peak periods. The city centre is small and most journeys take less than 15 minutes. Because of these reasons most people travel either by automobile or motorbike taxi, which are very cheap. The first two kilometers cost about 12,000VND. Motorbike taxis are even cheaper and often used by foreigners. (10,000 VND for a short trip). Many people however rent their own motorbikes – which are readily available throughout the city - after getting accustomed to the traffic. Helmets for all motorcyclists are mandatory at all times. (1 USD = 19,000 VND)

Travel and Transport: Outside of the city

Roads in the city and between major centers are generally good, but travel to smaller locations can often be time consuming and a little difficult. Cheap and relatively comfortable bus and rail services are available between the main cities. There are flights to most cities and resorts.

Theatre and Classical Music

Live classical music and theatrical performances are also widely available.

Keeping Fit

There is a wide range of sporting activities available to foreigners in HCMC including; football, hockey, rugby, Australian Rules football, swimming, squash, tennis, softball, etc. Many foreigners study martial arts. Private instructors are available at a minimal hourly or monthly fee.

Shopping

Clothes

For work or leisure, men or women, brand names, (locally made under license) or made to measure. Clothes are very cheap and generally very good quality.

Electricals

Many large electrical companies now produce in Vietnam. Prices of TVs, videos and Hi-fis are very good.

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Pharmaceuticals

Pharmaceuticals and over the counter medicines are cheap and readily available.

Dentists

Reliable, modern, clean and inexpensive.

General

Practically everything is available in Ho Chi Minh City. Costs vary from with those of the West, but as a general rule of thumb, everyday products are cheaper, especially if produced in Vietnam.

Living Costs

Costs are quoted in USD (1 USD = approx. 19,000 VND). Prices are given in a range.

Restaurants

Main course in Vietnamese restaurant \$1- \$5

Main course in good foreign owned restaurant \$3 - \$15

Coffee \$0.3 - \$1.25

Coke \$0.15 - \$1.5

Beer (33cl. Bottle) \$0.6 - \$2

Bars and nightclubs

Beer \$1 - \$5

Coke \$1- \$2

Gin and tonic \$3 - \$5

Household costs

Maid (cleaning, laundry, etc.) — per month \$25 - \$50

Rent — shared house — per month \$200 - \$400

Rent — shared apartment — per month \$225 - \$650

Rent — room only — per month (inc. elec.) \$175 - \$350

Electricity (inc. air-conditioning) — per month \$20 - \$50

Getting around the city

Taxi — per km \$0.75

Motorbike taxi — per ride \$0.75 - \$1.5

Motorbike rental — per month \$70

Shopping

For men

Men's shirts — foreign brand names, made for export \$10 - \$20

Casual trousers — foreign brand names, made for export \$10 - \$30

Trousers — tailor-made \$12 - \$25

Suit — tailor-made \$80 - \$120

Shirt — tailor-made \$10 - \$20

Adidas/ Nike sports shoes \$25 - \$80

For women

Skirt/ dress — tailor made (not inc. material) \$10 - \$20

Shirt/ blouse — tailor-made (not inc. material) \$7 - \$20

Shoes — hand made \$30 - \$50

Doctor consultations

Local doctor's practice \$15

Foreign run health centre \$45

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Frequently Asked Questions (FAQs)

What is the YL Extension to CELTA?

If you have little or no previous experience teaching young learners, but have previously been awarded the CELTA, you can take the Young Learner (YL) Extension to CELTA. This extension course enables you to develop the skills and knowledge gained from your CELTA course and transfers them to the young learner's teaching environment. Successful candidates are issued with an endorsement certificate confirming the additional award of the Young Learner extension.

The assessment requirements are:

- 50 contact hours with course tutors
- 4 hours teaching practice
- 6 hours directed observation of lessons
- 2 written assignments on: classroom teaching and the identification of action points; aspects of the teaching and learning of English at young learner level through a focus on young learners and learning contexts.
- 2 tasks as part of their preparation and planning which focus on language description and analysis within teaching practice; and evaluating teaching/learning materials.

How does the YL Extension to CELTA relate to TEFL/TESOL?

'TEFL' or 'TESOL' are terms often used to describe qualifications for English Language teachers. CELTA, the best known and most widely taken initial TESOL/TEFL qualification of its kind in the world, was previously known as CTEFLA and the 'RSA certificate'. The YL Extension to CELTA is a two-week extension course for people who want to teach young learners.

Who is the YL Extension to CELTA for?

This 60-hour extension course is specially designed for CELTA qualified teachers who wish to extend their skills to include those necessary for teaching English to young learners. The course is based on teaching practice and lesson evaluation, and is very practical in content and approach.

Does the YL Extension to CELTA confer Qualified Teacher Status (QTS)?

The YL Extension course is a qualification aimed at those teaching in language schools and does not confer Qualified Teacher Status (QTS) for teaching in primary or secondary schools.

Can I do the course if I don't have a CELTA?

As the course builds on the skills and knowledge gained on the CELTA it is specially designed for candidates who already have the CELTA. Candidates who do not have a CELTA but have an equivalent entry level EFL qualification (e.g. the Trinity Cert TESOL) can also join the course. They will not be eligible to be awarded an endorsement certificate by Cambridge, but will be awarded a certificate by ILA Vietnam instead.

What does the YL Extension involve?

Courses focus on teaching learners in various age groups - 5 to 10, 8 to 13, or 11 to 16 years of age. Your course provides you with:

- hands-on teaching practice
- observation of experienced teachers in the classroom.

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There are six main units of learning:

- Language awareness
- The learner, the teacher and the teaching/learning context
- Planning for effective teaching of young learners of English
- Classroom management and teaching skills for teaching English to young learners
- Resources and materials for teaching English to young learners
- Professional development for teachers of English to young learners.

As part of your course you should expect around 60 contact hours with your course tutors including input, tutorial support, supervised lesson planning, teaching practice, feedback and peer observation.

In addition, you will spend six hours directly observing lessons with young learners taught by experienced ELT professionals. The course also requires a minimum of 25 hours of reading, research, assignments and lesson preparation. These additional hours of coursework will take place outside course contact time.

You will be assessed throughout the course, with no final examination. An external assessor, appointed by Cambridge ESOL, moderates each course. There are three components of assessment:

1. Teaching practice

You will teach for a total of four hours, working with at least two groups of young learners of different ages and abilities. Assessment is based on your overall performance at the end of the four hours.

2. Written assignments and tasks

You will complete two written assignments on: classroom teaching and the identification of action points; and aspects of the teaching and learning of English at young learner level through a focus on young learners and learning contexts. You will also complete 2 tasks as part of your preparation and planning which focus on language description and analysis within teaching practice; and evaluating teaching/learning materials.

3. Professional development

This component assesses your overall performance on the course. To be awarded the Certificate, you must pass all three components.

Who recognizes the YL Extension to CELTA?

The YL extension is accepted throughout the world by organizations, which employ English Language teachers. Cambridge ESOL also works with international ELT organizations to ensure the acceptance of the YL Extension globally.

Is there an age limit?

The minimum age for candidates is 18 at the start of the course. There is no upper age limit. Because of the very intensive nature of the course, participants need to be in good health.

Can I work /study /travel while I do the full time course?

Owing to the intensive nature of this course, we strongly advise candidates to postpone any other commitments or trips until course completion. The course will require your uninterrupted attention for the duration. The intensity of the course can be a shock for some.

What are the requirements for attendance on the course?

Attendance of 60 hours is mandatory.

Can I take time off? What happens if I'm ill?

100% attendance is one of the requirements for successful completion of the course. If a participant is forced to miss part of the course because of ill health, a doctor's certificate will be required. Extra work will need to be submitted to the tutor to ensure the criteria are met.

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Is the methodology only practical on the course or applicable in the classroom?

The techniques and approaches that you learn on the course are all designed for immediate practical use in the classroom. We will not recommend anything ourselves as trainers or put something in an input session that we would not use ourselves in the everyday classroom.

I already have the CELTA. Why should I take the YL Extension to CELTA?

As stated in the CELTA section of our website, some of the approaches and techniques learned on the CELTA can be used directly, or adapted for Young Learners. However, classroom management issues will be very different with this age group. As children (pre-teenage learners) learn in a completely different way, only some of the techniques will be relevant. The YL Extension to CELTA will help you with classroom management with younger learners and expand your repertoire of approaches and techniques for this age group. The 4 hours of teaching practice and feedback from the tutors and other trainees will prove invaluable, as will the observation of experienced teachers.

Can I fail the course?

Yes. The application process is rigorous and we will only accept candidates who we think will successfully complete the course. This is a Cambridge requirement. Halfway through the course you will have a face to face tutorial and be given a clear indication of how you are progressing. If at any point during the course you are failing or not doing as well as expected you will be given a clear indication by your current tutor what you need to do to achieve a pass standard.

Why do people fail the course?

The first, and perhaps main reason, is stress. Not getting enough sleep, poor health (not eating properly, drinking too much), and other commitments outside the course (family, love life, work, social life). Secondly, poor time management skills (if you're up till 4am every day you'll end up a wreck by the halfway stage of the course). A third reason, for candidates who already have teaching experience, is having what the YL Extension to CELTA syllabus considers to be "bad teaching habits" that candidates find difficult to change. Fourthly, we expect your teaching to show a gradual improvement over the two weeks as you gradually incorporate the material from the morning input sessions into your classroom teaching. Not showing this in your classroom teaching may mean that you will not achieve a pass standard by the end of the course. Finally, the YL Extension course does require a great deal of time, energy, and hard work so a lack of commitment on behalf on the candidate may also mean a pass standard is not achieved.

Do I have to pay the whole US\$850 in one go?

To ensure your place on the course you will need to pay a 250 USD deposit within a month of the date on the letterhead of your acceptance letter. The balance needs to be paid one calendar month before the start date of the course. If you are applying within a month of the start date of a course then you will need to pay the entire fee in one payment.

Course Trainers

Our course trainers are highly competent and experienced Cambridge approved teacher trainers. They are employed by ILA specifically to manage and deliver the CELTA course.

As fully trained professionals, with many years experience of ELT classroom teaching, our trainers are both authoritative and informed.

The training procedure for Cambridge CELTA trainers is extremely rigorous. Not only are the trainers expected to have post-Diploma teaching experience, they are also required to have other, related industry experience.

It is perhaps the personal commitment that ILA teacher trainers bring to the courses they teach however, which make them stand out; a good trainer has to be keen to continue developing themselves as trainers, has to respect their trainees and has to love their job to do it well.

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Training Centres

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Hanoi: Fl. 3, 299 Cau Giay, Tel: (844) 2220 1666 ■ Da Nang: Fl. 1, 66 Vo Van Tan, Thanh Khe Dist., Tel: (84511) 3647 444 ■ Vung Tau: Fl. 4, 155 Nguyen Thai Hoc, Tel: (8464) 3572 347

Overseas Study Centres

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What qualifications do your teacher trainers have?

All our teacher trainers have extensive classroom teaching experience with a variety of age groups and levels. They have all previously been EFL teachers and held management positions in the field of education. They have at least a first degree, the CELTA (or equivalent) and the DELTA (or equivalent). They have been trained by certified YL Extension teacher trainers, assessed by a Cambridge ESOL certified assessor, and are officially approved by Cambridge as certified YL Extension ESOL trainers. For further details please see the section of the site entitled The Trainers.

Do I have to have an interview in Ho Chi Minh City?

Candidates who apply from outside Vietnam can be interviewed over the phone. You don't need to call us: we will arrange a suitable time with you and call you. Candidates in Ho Chi Minh City will need to come into the school for a face to face interview. Candidates inside Vietnam will ideally be interviewed face to face at the school but a telephone interview can be arranged. All candidates must be interviewed as part of the application process.

What are the stages to the application process?

Firstly you need to read through the content on the website very carefully and/or download the information pack, and read through this and decide whether you would like to apply. After doing this you need to download the application pack and complete the application form and task. It can be completed by hand or electronically. This should be done carefully and thoroughly as we will base our decision on whether to offer you an interview on your written application. Next, you can either e-mail it to us, send it by post, or drop it off at the school. We will process your application and then contact your referees. The next stage is to be offered an interview, which can be done face to face or over the telephone. The final stage is to be formally offered a place on the course.

What books can I read about teaching English as a foreign language to young learners?

When you are accepted onto the YL Extension to CELTA course you are given a recommended reading list in your formal acceptance letter.

Is the YL Extension to CELTA course eligible for student loans?

Not usually. All prospective applicants who require information on loans or grants should request information from the appropriate authorities rather than the centre which is running the YL Extension to CELTA.

Is the course fee refundable?

Only in very exceptional circumstances and solely at the discretion of the Teacher Training Manager.

Do I need to have teaching experience in order to attend the course?

Yes, some. The course is designed to build on knowledge and extend your skills from the CELTA course. Candidates may take the course immediately following the CELTA but are advised to have some post CELTA teaching experience first.

Can I do the course if English is not my first language?

Yes. All applicants must have an awareness of language and a competence in English, both written and spoken, that enables them to follow the course. These are the Cambridge regulations. Candidates whose first language is not English may be given additional tasks at the application stage.

Do I need to be able to speak a foreign language?

No. Some centres may give preference to candidates who have experience learning a foreign language but this is not a course requirement. Experience learning a foreign language will be an asset on the course as it will help candidates to be aware of how learners learn a language and the difficulties they may face.

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Can I do the course by correspondence?

No. The YL Extension to CELTA is a practical teaching course with its emphasis on continuous assessment of classroom practice. Therefore it is not suitable for distance learning.

Does ILA provide accommodation?

ILA will introduce trainees to a guesthouse when they first arrive if required. This will be based on the requirements of the trainee (e.g. aircon, private bathroom) and will be for the first night only. After this you will need to arrange accommodation yourself. We will also provide you with a list of accommodation to select from so that you can arrange your accommodation before you arrive. (See accommodation section).

Can I find accommodation near the school?

All the accommodation referred to in the accommodation section is around a 15 – 20 minute taxi ride away from the school.

What kind of visa will I need to get and how will I get it?

We can arrange a three month tourist visa for you to pick up at the airport in Ho Chi Minh City. You will be sent a letter to print out and take with you to the airport. The letter costs approximately US\$40 to arrange and you will need to pay US\$50 to collect the visa at the airport. Alternatively you can arrange a visa through an agency or through the Vietnamese Embassy in the country from which you are travelling.

Can I work for ILA after the course?

After the course you can apply for a job with ILA. However, completion of the course does not automatically guarantee you a job with ILA. We are looking for candidates who have achieved a pass standard on the YL Extension and will fit in well with our staff in our branches in HCMC and across Vietnam.

If I work for ILA will ILA pay back the course fee?

ILA teachers receive a 50% discount on the course fee, meaning you pay only \$425.

From January 1st, 2011 ILA will be introducing a supplement for teachers with a YL teaching qualification. Applicable to all classes taught, both EA and EY.

Our teacher training courses take place in a thriving language school with world-class facilities, knowledgeable staff, the most up-to-date resources, and a supportive learning environment.

After completing the course what kind of students can I expect to teach?

In countries in which English is not the native language you can expect that roughly a third of the students in a language school will be teenagers, and a third primary or pre-primary age, so after you graduate it is highly likely that you will not exclusively be teaching adults. The global market for EFL is changing so that the balance of students is shifting towards younger learners. Some schools may also specialize in teaching younger learners exclusively.

What are the costs of living in Ho Chi Minh City?

Please see the section called Life in Vietnam, and in particular the costs table.

How much is it to travel around Ho Chi Minh City?

The best way is by taxi as it is much safer, if slower, than travelling by motorbike taxi. The meter generally starts at US\$1 and a trip of about 10 minutes would not cost you more than three dollars. For further details about living in Ho Chi Minh please see the Life in Vietnam section.

Is there computer access at ILA? Do I need to bring a laptop?

There are currently 9 computers that will be available for use for trainees. If you have a laptop then we would advise you to bring it as it will give you the freedom to work outside the school. We will also provide a printer as well as USB access.
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What's computer access like in Ho Chi Minh City?

There are lots of Internet cafés which have ADSL. Prices are generally not more than US\$1 per hour. Some hotels and guesthouses offer this for free. Lots of Internet cafés offer cheap international calls over the Internet. You will be able to work in an Internet café, send your work to your e-mail account and then download it and print it out at ILA.

Do I need to bring any of my own materials?

The school has an excellent range of teaching resources. However, you may want to bring along a couple of examples of an authentic reading or listening text, which you may decide to use in the classroom or for one of the written assignments. Examples of listening texts include a favourite film or TV program, travel programme etc. Examples of reading materials include magazines, newspapers, tourist brochures, leaflets etc. Please bear in mind that these materials should be suitable for younger learners.

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