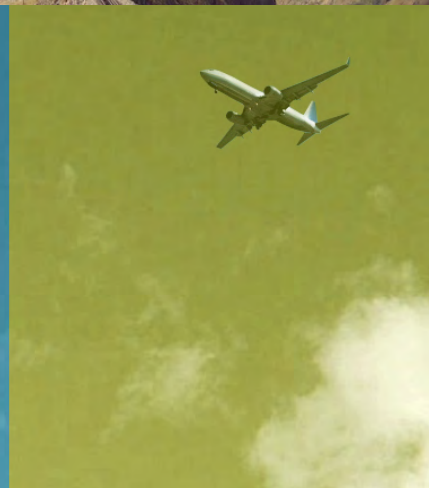
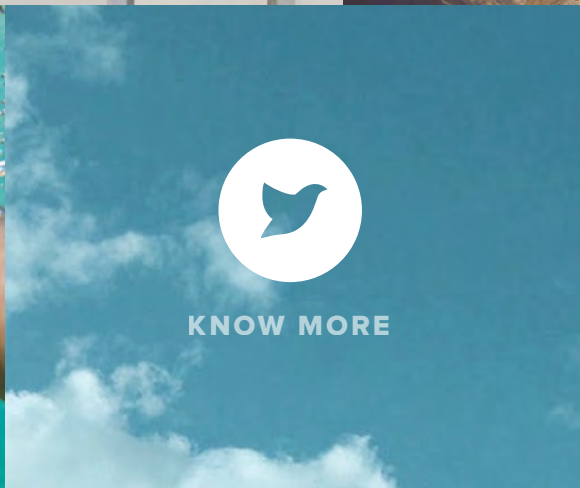
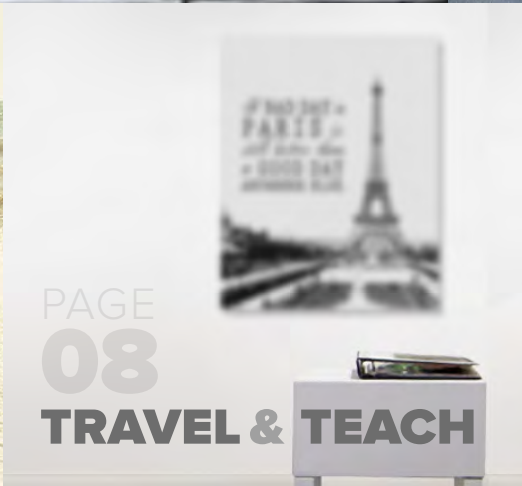




# TEFLEN

INFORMATION PACK







Teflen Training College is a completely online learning facility, set up to provide high quality TEFL/TESOL training to people wishing to teach English in non-native speaking countries.

## About Teflen

The online campus is designed to provide access to students from around the world and to provide them with all the knowledge and support they need to begin a career in the ever-growing English language education industry.

The course was developed in collaboration with industry professionals and seasoned EFL teachers. The goal of the course is to provide students with all of the necessary information a teacher should be equipped with before walking into a TEFL classroom environment. It provides not only explanation of professional metalanguage, but also focuses on grammatical awareness and real-life classroom management tips and teaching methods.

The Teflen training college online learning environment was created by IT specialists to provide user-friendly access to the course, student progress and allow immediate connectivity between trainers and students around the world at any time. Even if a student needs to take longer to complete a course than expected the online college will allow them access for up to 12 months. Students will find a range of support methods and links to tips and tricks.

The teachers at Teflen all have extensive English education experience. As they have been through the same process in their teaching history, they are able to provide assistance with any aspect of the course. All Teflen teachers have experienced a variety of teaching situations and environments. They are as valuable a resource as the course itself.

Overall, Teflen training college represents a worldwide network of teachers and internet professionals dedicated to providing a straight-forward and exciting course that we hope is just the first step to an exciting new career as an international English language education provider.

*All the staff at Teflen wish you all the best in your studies!*



## A PROFESSION FOR LIFE

Teflen Training College offers flexible and affordable courses, our teachers have designed a cutting edge training system, incorporating the latest theories and techniques.

Learn to teach english today with your own personal trainer that can assist you through each task. Courses are taught by highly qualified teachers of English, who will provide you with a exceptional level of support.

Current demand for fluent and native English speakers is enormous, with hundreds of millions of people taking English classes around the world each year. More than 250,000 English speakers are employed to teach English abroad every year - and the vast majority have no teaching experience prior to earning their Tefl/Tesol certification.



ELEMENTARY	FOUNDATION	ADVANCED	MASTER
<b>\$190</b> 40 HOUR COURSE	<b>\$270</b> 60 HOUR COURSE	<b>\$420</b> 120 HOUR COURSE	<b>\$490</b> 150 HOUR COURSE
● ● ● ● ●	● ● ● ● ●	● ● ● ● ●	● ● ● ● ●
The Elementary Course offered by Teflen Training College provides students with the basic tools and essential information needed to begin a career in TESOL. Aimed at students who have no experience in the field, the Elementary Course allows students to confidently take the important first step into an exciting new international career.	Your fast and flexible way to get certification that fits your own schedule. Teflen Training College's Foundation Course builds upon the framework of the Elementary Course. It provides not only the essential basics of TESOL, also offers basic teaching and language theory.	The Advanced 120 hour Course offered by Teflen Training College contains all of the knowledge of the Elementary and Foundation Courses with sections on advanced teaching techniques and sub-skill analysis. High level certification.	Our Master Course provides a full and comprehensive practical study of TESOL today. It aims to not only inform students of industry standards and contemporary teaching theory, but also challenge through a number of assessments. This is the highest level course Teflen offers. It is highly recommended for people seeking to live and work overseas.

COMPARE COURES ONLINE

### COURSE PAYMENT OPTIONS

- Available for Advanced & Master Tefl/Tesol Courses -

#### ADVANCED

PAYMENT OPTION	#1	PAYMENT OPTION	#2	PAYMENT OPTION	#3
Pay in full and receive \$50.00 off Standard Course Price \$470.00		Pay weekly, 12 Week Payment Plan. \$39.17 per week for the next 12 weeks.		Pay monthly, 3 Month Payment Plan. \$156.67 per month for the next 3 months.	
	<b>\$420</b>	Weekly :	<b>\$39.17</b>	Monthly :	<b>\$156.67</b>

#### MASTER

PAYMENT OPTION	#1	PAYMENT OPTION	#2	PAYMENT OPTION	#3
Pay in full and receive \$50.00 off Standard Course Price \$470.00		Pay weekly, 12 Week Payment Plan. \$39.17 per week for the next 12 weeks.		Pay monthly, 3 Month Payment Plan. \$156.67 per month for the next 3 months.	
	<b>\$490</b>	Weekly :	<b>\$35</b>	Monthly :	<b>\$180</b>



# HIRING

Now!

## ENGLISH LANGUAGE TEACHING

**FINDING A JOB** - The majority of language schools advertise for teachers over the internet, over 20,000 new TEFL/ TESOL jobs are listed each month. Many teachers also decide to travel overseas and then look for work, this gives an advantage and the opportunity of doing background research before making a commitment. Check your school out thoroughly before you apply.

**VIEW OUR JOB BOARD ONLINE**

Your first step is to make a decision about where you want to go. For some people, this is very easy as they already have a particular destination in mind but others have no preference. Start narrowing all of your options down to the Country that best suits you.

Asia is widely regarded as one of the world's top TESOL job destinations. This is mainly due to the fact that there are hundreds of millions of people learning English in Asia and they all need TEFL/TESOL teachers. Asia's middle class will increase by 1.2 billion this decade. In China alone there are believed to be over 400 million people learning English now.

Latin America, South and Central America is one of the fastest growing areas for tourism in the world and they are crying out for TEFL/TESOL teachers. Many teachers travel there and will pick up work on the ground, jobs are available in language schools and in private lessons. This is a huge and very diverse continent with so much to choose from, however some of the obvious highlights include the Andes, the Amazon and the immaculate picturesque beaches.

Teach English and see Europe, native English speakers can fund an open-ended trip through teaching. Germany is in great need of native English teachers, France is very popular among TEFL graduates, eastern Europe is now seeing a growing need for English teachers as their countries continue to expand and grow into the global market. The most commonly available jobs in Europe will be with private language academies, especially those geared for business people.

Countries in the middle east like Bahrain, Kuwait, Oman, Saudi Arabia and the United Arab Emirates (UAE) have some of the most lucrative TEFL/TESOL job markets on the planet. Teaching salaries are mostly tax-free providing housing, free flights, travel allowance, 30 days holiday plus free medical. Most employers in these areas require experience, while places such as Turkey and Egypt offer opportunities for people with less experience.

Get qualified by doing a TEFL course, this gives you the skills and confidence plus access to a greater number of better paying TEFL job opportunities worldwide. Some Countries require a bachelor's degree, if you don't have a BA/BS, focus on the one's that don't require it such as China, Indonesia, Thailand, Russia, Spain and the Latin American Countries. Get some work experience in your home country before you apply for jobs abroad, there are also numerous practical opportunities for volunteer English teachers. This experience will be very beneficial on your [RESUME / CV](#) when applying for jobs abroad.



PLAY

I FEEL IT NOW

View our Country Profiles for [ASIA](#), [LATIN AMERICA](#), [EUROPE](#) and the [MIDDLE EAST](#). This gives you a general overview so you can narrow down your options for the Country that best suits you.

Includes...

- Degree Requirements
- Peak Hiring Seasons
- Typical Contract Lengths
- Interview Types
- Visa Information
- Types of Students
- Maps & Weather
- Money: Average cost of living / Monthly Salary / Start-ups & Housing

49

Country Profiles



## Young Learners

If you are interested in teaching children, there are a multitude of jobs in Asia. In a lot of countries, children learn English at school but parents also enroll their children in after school classes or cram-schools to give them more opportunities to learn. English is seen as an important skill for almost all young people. If you find a job with a private institute, expect to be working in the afternoon through to the evening. In each country there are a lot of differences between after school learning institutes. Some are quite large and carry a reputation. Some of the biggest have tens of thousands of students enrolled and hundreds of native speakers employed at any given time. Others use corporate sponsorship to enhance the company image and assist teachers with engaging materials. Smaller schools will have more of a personal, family atmosphere and teachers are generally looked after with great attention. Whichever country you choose, a qualified teacher can usually find a range of jobs teaching children.

## Adult Students

While much importance is placed on establishing an English foundation in young learners, adults remain the largest demographic of English language students. In many cases, these are business English students whose countries have arranged lessons for their staff. In some of these cases, the staff are trained onsite, while other groups may be sent to language schools. Aside from business professionals, corporate executives and employees, there are a lot of different types of adult learners that a teacher may expect to encounter, such as-small business owners who want to expand internationally. Tourism and hospitality employees and operators. University students who wish to study abroad. People working in fields that are dominated by English language, such as IT. People who are hoping to immigrate to English speaking countries. Entertainers and those who want to study western art and performance (or simply enjoy English language films and music)



learn to travel  
travel to learn

Most adult English language students also work or study somewhere else during the day, meaning teachers must be prepared to work in the late afternoon, night, and possibly the weekends. Adult learners also look for private lessons, which can supplement a teacher's income and allow teachers a more personal approach to students.



English language is a growing industry with up to a billion students taking classes worldwide each year. There are more than 100 million English language learners in China alone.

There are an estimated 250,000 English speakers currently working as teachers in over 40,000 language institutes, private and public schools around the world. Around 80% of these English teachers are non-native speakers, as there simply aren't enough native teachers to meet this massive demand.

Major European cities such as Munich, Zurich and Prague see a large number of English teachers. These cities sometimes have hundreds of schools employing dozens of teachers each. In major Asian cities, these numbers can be 4 or 5 times larger.

There are literally thousands of opportunities out there for a qualified English language instructor.



# INTERNATIONAL ACCREDITATION & RECOGNITION COUNCIL



Teflen Training College is Internationally recognised by IARC and all courses are Internationally accredited.



## Why an International System

- To meet the needs of increasingly globalised economic, social and education systems. Internationally recognised qualifications are becoming more relevant to employers and graduates.
- As education adapts to changing international demands, online and e-courses are providing access to education that crosses national and geographic boundaries.
- With so many educational opportunities, students and employers can find it difficult to determine the quality of a course or a school. An international system such as IARC establishes criteria that are globally relevant and that reflect general international standards.



## Assurance

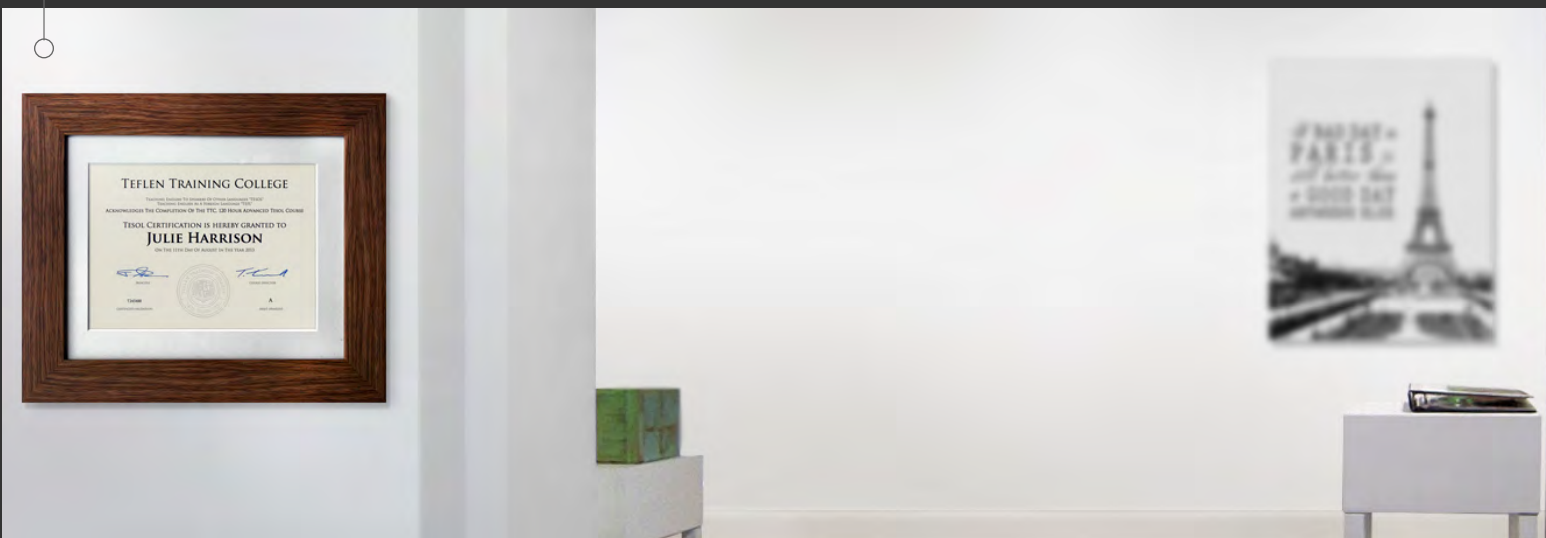
- Teflen courses are assessed for accreditation by international educators and education providers from several countries.
- Teflen training college is audited annually.
- Tutors have a minimum of 10 years experience.



## Benefits To Students

- Guarantee that Teflen meets standards in administration, course content, course delivery and assessment.
- Teflen have committed in writing to ethical principles of behavior.
- Standards are set by educators and industry, not by government officials.
- Assured complaints arbitration.

Once you have successfully completed the course, you will receive your certificate. This certificate has a unique number imprinted in the lower left-hand corner, by inputting this number into the field on the Teflen Certificate Verification page a high resolution PDF copy will download to your computer for printing. This allows you as a certified teacher to share this link and your unique code with friends, printers, employers etc. Your certification will be kept safe for you to download at anytime of the day or night, you will never have to worry about misplacing it. A Lifelong Teflen TEFL/ TESOL certification gives you freedom and flexibility to teach English abroad whenever you wish in the future.



# TRAVEL & TEACH

## Travel and Explore

Teaching abroad allows you to make money as you travel. It allows you time and freedom to explore your host nation as well as nearby countries. This gives you the ability to do and see more than simply as a tourist.

## New Lifestyle

Living abroad will mean a change of lifestyle. This can be the most rewarding part of teaching. You may be out of your comfort zone, but the opportunities when experiencing a new way of life are limitless.

## Expand your Horizons

Teaching abroad allows you to make money as you travel. It allows you time and freedom to explore your host nation as well as nearby countries. This gives you the ability to do and see more than simply as a tourist.

## New Skills

All teachers are different. While working in this new career, you will gain more confidence, creativity and learn valuable leadership skills. However, this is not all. There will be countless chances for you to expand your skill-set which will aid you later in your professional life.

## Meet New People

The spectrum of English language teachers varies almost as much as the students they teach. While working as an ESL/EFL teacher you will meet colleagues from many different backgrounds. It is an excellent way to make professional contacts as well as lasting friendships within a diverse group of individuals.

## Support

Travelling abroad to work and teach can be a daunting task. Not only do schools try to help their teachers as much as possible, Teflen also provides ongoing support for our students. While teaching overseas can be difficult, there are also massive benefits for people willing to take these opportunities.

## Helping Others

While some teachers view working abroad as simply a means to a financial end, there can be no denying the impact your work will have in the local community. You will be working to improve the long term lives of students and their families. You will also see immediate benefits in the faces of students when they learn something new.

## Learning A New Language

Teaching English overseas will open other doors as well. You will have the chance to learn another language in its native environment. This will give you a profound understanding of your students, and allow you an amazing level of personal growth.

## Find Work Easily

When young people finish university, it can sometimes be difficult to find a job within their desired field. The EFL industry is rich with jobs and accepts teachers from all backgrounds. It is a good way to get financially stable, when other industry climates are less accommodating.

## Take the plunge

The biggest reason to travel abroad is simply because it's special! Proportionately, not many people get the chance to have such a life changing experience. Make the most of it! There is no need to go somewhere that you think will be easy; adventure waits everywhere!





# TEFLEN

TRAINING COLLEGE

- 1 The Teflen course is the most comprehensive and up-to-date 150 hour course available on the internet.
- 2 The course follows a logical and understandable approach. Unlike other courses, ours is not a patchwork of other courses. It was written by one team of professionals.
- 3 The course allows you to understand and realise your individual teaching style. Several methodologies are examined as well as their advantages and disadvantages.
- 4 You will have the same tutor throughout the course. When you begin, a tutor will be assigned to help you and they will work with you until you have completed the course.
- 5 You can choose the level of course you wish to study. While the Elementary course is streamlined, the Master course provides more information.
- 6 We keep it simple. The biggest benefit of studying at home is you can choose when and how to study. Our online campus is designed to make the learning process as easy and enjoyable as possible.
- 7 We are open and honest. While our course will not instantly make you a brilliant teacher, it will provide a solid foundation and prepare you for travelling overseas to teach.
- 8 Value for money. While the Teflen course is not the cheapest available, it is of the highest standard. For a small investment of time and money, we multiply your potential and open doors to greater and greater work opportunities.
- 9 We offer continued support. After completing your Teflen course, you will still have access to the website for up to 12 months, including teacher resources, forums as well as your tutor. Feel free to contact Teflen at any time and we will do our best to help you in your new career.



Teach English and See the World!

# FAQs



## DO I NEED ANY QUALIFICATIONS FOR THIS COURSE?

You do not need any particular qualifications for our courses, but you must be able to speak English fluently.

## WHEN WILL I RECEIVE MY CERTIFICATE?

Once you have successfully completed the course, you will receive your certificate. Your certificate has a unique number imprinted in the lower left-hand corner, by inputting this number into the field on the Teflen Certificate Verification page a high resolution PDF copy will download to you computer for printing. This allows you as a certified teacher to share this link and your unique code with friends, printers, employers etc. Your certification will be kept safe for you to download at anytime of the day or night, you will never have to worry about misplacing it. A Lifelong Teflen TEFL/ TESOL certification gives you freedom and flexibility to teach English abroad whenever you wish in the future.

## DO I NEED A COLLEGE DEGREE?

No! Many countries, particularly in Latin America, are happy to work with teachers who have little or no college. However, many countries do require at least a Bachelors Degree. The qualifications required by employers will vary widely depending upon the demand and availability of teachers and the work visa requirements in your country of interest.

## WILL I FIND WORK WITHOUT TEACHING EXPERIENCE?

Absolutely! Most people teaching English abroad have never taught before. Most non-native English speakers learn English in formal settings from local, non-native English speaking teachers. These teachers often have poor speaking skills and are not able to handle advanced students. Even if you don't have teaching experience, you do have years of native English experience, and that is precisely what most people are looking for in a teacher.

## IS IT NECESSARY THAT I SPEAK THE LANGUAGE OF THE COUNTRY WHERE I WILL TEACH?

No. Language classes are best taught using an emersion technique. The same way you will learn a language very quickly by moving to that country and being immersed, so will your students learn much faster by having their class completely in English. That's what they're paying you for!

Some schools do appreciate it if you know some of their native language, if for no other reason than to be able to handle yourself more comfortably in the work environment. That being said, few people who are interested in teaching abroad speak the local language before they go. It is advantageous for you to know some basic local language phrases of the country where you will teach but it is certainly not necessary to be fluent.

Many schools offer language classes and social activities to help familiarize their teachers with the local culture. Having a little background of the local language will understand the causes as to why certain diction, grammatical, and pronunciation problems arise, and you can address them better as well.

## HOW MUCH MONEY DO I NEED TO START OUT?

You need money for your first month's rent, deposit, food, and transportation costs, plus extra money for emergencies.

We recommended taking at least \$1,500+ USD to cover 4-6 weeks of housing food, transportation before your first paycheck. In Europe and Japan, you will need as much as \$3,000+ in start up money due to higher cost of living in these countries.

## HOW MUCH WILL I BE PAID?

You will be paid the local wage rate. Keep in mind that cost of living varies widely and that you will always be paid a livable wage no matter where you go.

In many developing or emerging countries teachers are paid only a fraction of what they may earn in Western countries, cost of living is low that the salary covers your living expenses. Teachers in Europe make enough on their 25 hours a week to break even. They make enough to cover standard expenses of housing, food, transportation, and have a little pocket money. In Asia and the wealthier Middle Eastern countries teachers typically earn enough to save 30-50% of their salary.

Many teachers decide to tutor privately in addition to their main job. Private tutoring is a chance for you to double the hourly wage you make at your school.





# FAQs



## IS IT NECESSARY TO HAVE A TEFL/TESOL CERTIFICATE TO TEACH ENGLISH ABROAD?

Most schools now require that teachers have a degree and a TEFL / TESOL qualification. This is not only a preference of schools, but is increasingly becoming a requirement of Immigration Authorities in order to process work visas and permits. Having a TEFL / TESOL qualification will also give you an advantage in a competitive work environment.

## WHICH SCHOOLS COVER THE AIRFARE?

China - A high percentage of teachers receive free or a reimbursed airfares.  
South Korea - Free or reimbursed airfares are the norm.

Countries in the Middle East – Saudi Arabia, Qatar, Bahrain, Oman, Kuwait , United Arab Emirates (Dubai and Abu Dhabi) you will typically receive contracts that provide airfare to and from your home country.

In the following Countries some schools provide free airfare but not all:

Asia: Hong Kong, Indonesia, Japan, Malaysia, and in some cases other Asian nations.  
Europe: Russia & Turkey.

## COUNTRIES THAT HIRE WITHOUT A COLLEGE DEGREE?

With a TEFL certificate and native-English speaking abilities, you have all you need to provide your students with high-quality language instruction. China, Spain, Mexico, Costa Rica, Argentina and Russia are among the most popular countries to teach in without a college degree, as well as the most actively in need of English teachers.

## CAN I STILL TEACH ENGLISH ABROAD IF I DON'T SPEAK THE FOREIGN LANGUAGE?

The answer is most definitely: YES!  
Remember that you are in demand and qualified to work as an English speaker because you are a native English speaker (or a very fluent non-native speaker).

The very first thing your employer will tell you is they only want you to speak English to the students. In addition, according to the principles of modern language instruction, you as the teacher will want to immerse your students in an English-only environment.

## ARE THERE ANY AGE LIMITS?

Some schools actually prefer more mature teachers, especially if their clientele are mainly business people. Others consider—rightly or wrongly—that younger teachers are more "dynamic". Some countries are so desperate for teachers that age is irrelevant. EFL teachers can be any age from 18 to 80, though it has to be said that it is more difficult to find employment under 21 and over 50. Also, some countries have compulsory retirement ages of around 60 or 65. But in general, don't let the question of age put you off. With a good TEFL certificate, you will find employment somewhere.

## DO I NEED EXPERIENCE IN TEACHING ENGLISH WHEN FINDING A JOB?

No, you do not need experience in teaching English. Any experience is ideal but it is not compulsory in finding jobs.

## ARE TEFLEN COURSES WRITTEN IN AMERICAN OR BRITISH ENGLISH?

As Teflen operates internationally Teflen courses are constructed using a mixture of both British English and American English. These terms only really apply to spelling rules, and some vocabulary. The course is developed with the goal of being easy to understand.

## HOW ARE THE COURSES ASSESSED?

Depending on which course you chose to study you will face different assessments. Some of these are automated tests which are marked immediately online. Others require you to send material to your trainer. All assessment items are all explained clearly in the course.



# FAQs



## DO I NEED TO BUY TEXTBOOKS FOR THE COURSE?

No. All of the study material is provided within the Teflen course. However, a teacher can never be too well informed. It is advised that you buy a good grammar book, and do some independent research.

We recommend the following...

- [Learning Teaching: A guidebook for English language teachers.](#) Jim Scivener - Macmillan
- [English Grammar in Use.](#) Raymond Murphy - Cambridge
- [Ship or Sheep.](#) Ann Baker - Cambridge
- [A Conversation Book \(1, 2 and 3\).](#) Tina Kasloff Carter - Longman

## DOES THE COURSE PROVIDE ANY TEACHING PRACTICE?

Teflen Training College exists online and therefore cannot offer teaching practice within the course. However, there are numerous practical opportunities for volunteer English teachers. You should start your search in your local area.

## I DON'T UNDERSTAND THE GRAMMAR SECTION OF THE COURSE?

Grammar can be a difficult subject for native speakers, who generally don't need to examine English in such a way. Take your time and look at the examples given. Practice making your own examples. Buy a good grammar book and compare our course with their explanation.

We suggest:

- [Practical English Usage.](#) Michael Swan - Oxford
- [English Grammar in Use.](#) Raymond Murphy - Cambridge

## THE COURSE IS CONFUSING?

The course is quite dense. There is a lot of reading. Take your time and study a section at a time and think of examples of how the theory applies to your past experiences as a teacher or student. Don't give up!

## WHY DOESN'T MY COURSE INCLUDE INFORMATION ON BUSINESS ENGLISH OR ESP?

You have not enrolled in the Master course. The more comprehensive the course the longer the hours it will take to complete it. Only the master course includes information on Business English and ESP.

## WHAT HAPPENS IF I FAIL A TEST?

Teflen assessments are automatically set up to allow you 3 attempts to pass a test. If you fail on the third time you will fail the course. If you continue to study and complete all modules, you will receive a certificate of completion, but not a certificate of accomplishment.

## CAN I SKIP THROUGH THE COURSE TO THE TESTS?

No, each module must be completed before moving on to the next. Later modules will remain locked until you have finished the module you are studying. Once completed, you are free to go back and revisit any modules you wish.

## WHICH COURSE DO I NEED TO STUDY TO GET A JOB?

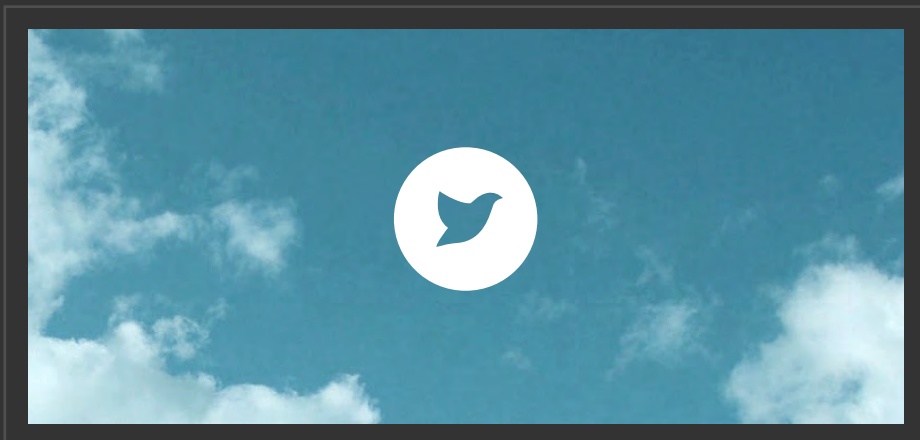
While no course is absolutely essential to find volunteer work, any level of training is better than none. In countries with thriving ESL job markets, most teachers have completed courses of 100 hours or more.

## WHERE CAN I TEACH WITH THESE CERTIFICATES?

Virtually anywhere throughout Europe, Middle East, Asia, Central and South America.







**WANT TO KNOW MORE OR ENROLL?**

[www.teflen.com](http://www.teflen.com)