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| York St John University | jobs.ac.uk | **Cambridge English Certificate in****Teaching English to Speakers of Other Languages (CELTA)****APPLICATION FORM** | Date of Receipt**REF:** |

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**PART A.** **Select your preferred course dates**

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| --- | --- |
| [ ] 12 Aug – 13 Sept 2024  (online intensive) | [ ] 11 June  –11 July 2025  (face-to-face intensive)  |
| [ ] 7 Oct- 6 Nov 2024  (face to face intensive) |  [ ] 28 July–29 August 2025  (online intensive) |
| [ ] 10 Jan – 30 May 2025  (part-time online, full day Friday) | [ ] 8 Sep –8 Oct 2025  (face-to-face intensive) |
| [ ] 18 Feb – 8 May  2025 (part-time online, full day Saturday + Tues & Thurs evening) | [ ] 20 Oct –19 Nov 2025  (face-to-face intensive) |

**PART B.** **Personal details (please write your name exactly as it appears in your passport)**

|  |  |
| --- | --- |
| Family name | Given name |
| Date of Birth | Nationality | Personal email address |
| Telephone number(s)  | Student ID number (York St John internal applicants only) |
| Permanent address | Address during the course (if known) |
| Student Number (only for YSJ students and alumni):  |
| Who will pay for your fees?[ ] Self[ ] School of Education, Languages and Psychology (as part of your academic course)[ ] Other (please give name and address for invoice): |
| Where did you hear about the course? (e.g. word of mouth, online search, etc) |

**PART C. Education and Qualifications** (*please include dates and institutions*)

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| --- | --- |
| **Degrees completed or currently being undertaken (and current year of study if still in progress)** |  |
| **Teaching qualifications completed** |  |
| **Other qualifications completed** |  |
| **First language** |  |
| **Other languages you speak and level of proficiency** |  |

**PART D. Work experience**

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| --- | --- | --- |
| **Employer** | **Position** | **Dates** |
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**PART E. Hobbies and interests**

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**PART F. Question about language**

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| **Summarise the differences(s) in meaning between the following pairs****1.**1. **Fatima used to live in the countryside**
2. **Sarah is used to living in the countryside**
 |

**PART G. Motivation for doing the course**

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| **Please write approximately 150 words below, explaining why you want to do the CELTA course.** |

**PART H. References** (provide the contact details for two academic or work related references)

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| --- | --- | --- |
| **Name** | **Address and Email address** | **Relationship to you** |
|  |  |  |
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**PART I. Interview Availability** (please indicate the date and time you are available for interview **between 09:00 – 17:00 weekdays only.**

**If you cannot come to YSJ campus and require an interview on Zoom, please tick here** [ ]

|  |  |
| --- | --- |
| **Date** | **Time** |
|  |  |
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**PART J. Accommodation**

 The university offers accommodation, subject to availability. Please contact Accommodation@yorksj.ac.uk for more details.

**PART K. Equal Opportunities/Disability/Specific Needs**

CELTA is based on the principle of open and equal opportunity for all, irrespective of age, sex, disability, gender reassignment, marriage and civil partnership, sexual orientation, pregnancy and maternity, race, religion and belief (CELTA Administration Handbook, 2017).

York St John University is committed to providing equal access for all candidates taking CELTA, regardless of any of the protected characteristics defined by the Equality Act 2010.

In order to accommodate this principle, special provision may need to be made for candidates who would otherwise be disadvantaged by a temporary or permanent disability. Please provide the information below so that relevant provision can be made. **Due to the intensive nature of CELTA, lack of disclosure may hinder your progress on the course.**

**Please enter the appropriate code from the list below: \_\_\_**

|  |  |
| --- | --- |
| **A** | No disability |
| **B** | You have a social/communication impairment such as Asperger’s syndrome/other autistic spectrum disorder |
| **C** | You are blind or have a serious visual impairment uncorrected by glasses |
| **D** | You are deaf or have a serious hearing impairment |
| **E** | You have a long-standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy |
| **F** | You have a mental health condition, such as depression, schizophrenia or anxiety disorder |
| **G** | You have a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D |
| **H** | You have physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches |
| **I** | You have a disability, impairment or medical condition that is not listed above |
| **J** | You have two or more impairments and/or disabling medical conditions |

**Important information:**

**For all online courses, the use of a laptop or PC and a good internet connection is essential. A smart phone or tablet is not sufficient.**

**Some knowledge of Zoom would be recommended, but support is given during the early stages of the course.**

**PART L. Declaration Signature**

I certify that all the entries are, to the best of my knowledge and belief, correct.

|  |  |
| --- | --- |
| **Signature** | **Date** |
|  |  |

**PART M. Your application pack**

What do I need to send to be considered for a place? (Please make sure you send all documentation together)

[ ] A completed application form

[ ] Copy of your passport or driving licence

[ ] A completed pre-interview task

Applications should be sent via email to **celta@yorksj.ac.uk**

**What happens after we receive your application?**

1. We will review your application and pre-interview task.
2. If the pre-interview task is adequate, we will then invite you to an interview.
3. We will notify you of the outcome of your interview. If your application is successful, we will send you an official acceptance letter offering you a place in the course, which will include information to help you to prepare for the course and details on how to book your place by paying a deposit.

What do you need to do once you get your Official Acceptance Letter?

1. Confirm that you want to accept a place in the course by paying a £250 deposit (please note that no place is secure until a deposit has been paid). YSJ students: You will need to pay a £125 deposit to secure your place​. This deposit will be refunded when you have completed the course.
2. Buy any materials you require for the course
3. Make sure you pay the reminder of your fees at least 10 working days before the start of your course.

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