



Oxford House College

Teacher Training Department
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Cambridge Delta - Diploma in English Language Teaching to Adults

2012 Course Information and Application Form

General Introduction

Welcome to Oxford House College, London. Established in 1974, the College provides a wide range of English language, academic and vocational courses. Our excellent premises are situated in a very central location on Oxford Street, and our students come from all over the world. In a typical year, over 100 nationalities are represented at the College. Our English language courses are accredited by the British Council. The College is also accredited by the British Accreditation Council for Independent Further and Higher Education. We are also long-standing members of two professional associations: EAQUALS and English UK.

The College specializes in training courses for the Cambridge ESOL Diploma in English Language Teaching to Adults (Delta).

Why study for the Delta?

When you have had at least two years' full-time teaching experience teaching a variety of nationalities and levels, you can apply to take the Cambridge Delta course at Oxford House College. The Delta qualification will greatly improve your long-term ELT career prospects. The course will help you further develop your knowledge of methodology and how to incorporate new teaching ideas into your own teaching. You can also expect to earn more. Once you have passed the Delta course, it is possible to start training to become a teacher trainer, examiner or ELT manager. Teachers gaining their Delta through us often go on to secure senior posts within the ELT sector.

Why choose Oxford House College for your Delta training?

Our trainers are highly-qualified and experienced teaching professionals. They not only provide in-course training sessions of the highest quality, but also offer our trainees ongoing support and advice, to help ensure they benefit fully from their course.

Gain the skills, confidence and qualification to develop your professional teaching career: The College has built an international reputation for the high quality of its training courses, and the benefits of studying for your Delta with us include excellent trainers, on-site Teaching Practice, excellent resources and other facilities, a great location, a welcoming, friendly atmosphere and free membership of the College's ELT seminar club.

Course Overview

The Delta is a modular course comprising of three modules. Candidates may choose to enter a single module or any combination of modules. Each module is separately certificated, allowing candidates to receive credit for each module successfully completed. The information provided on the back of each module certificate will outline the aims and content of the module and how it fits into the Delta framework. On successfully achieving a Pass in all three modules you can order an overall certificate conferring your full Delta status.

- Module 1 focuses on the background to teaching and learning and is assessed via a written examination.
- Module 2 focuses on developing professional practice and is assessed via a portfolio of coursework, including observed lessons, written assignments, and an externally-assessed lesson observation.
- Module 3 focuses on a specialist option (e.g. YL, ESOL, ESP, 1-1) and is assessed via an extended written assignment.

Oxford House College delivers the Delta over 16 weeks as a single course (all three modules being run concurrently). However, we can offer individual modules or combinations of modules for candidates who may not wish or need to complete all of them. Each module assumes the knowledge and competence gained in the previous module(s). Therefore, the usual order for the modules will be from Module 1 through to Module 3. However, candidates may choose to take the modules in any order if this is appropriate to their needs and context.

The majority of candidates need all three modules and will take them at the same time but those taking individual modules will be able to complete them when they wish. There is no time limit for the completion of all three modules, nor a limit on the number of times a candidate may take a module.

2012 Course Dates and Fees

Course dates

16/01/12 - 04/05/12

13/08/12 - 30/11/12

Course fees

Delta Module 1 only - £595 plus VAT, plus Moderation Fee

Delta Module 2 only - £945 plus VAT, plus Moderation Fee

Delta Module 3 only - £395 plus VAT, plus Moderation Fee

Delta Modules 1 and 2 - £1,295 plus VAT, plus Moderation Fee

Delta Modules 2 and 3 - £1,095 plus VAT, plus Moderation Fee

Delta Modules 1 and 3 - £895 plus VAT, plus Moderation Fee

Delta Modules 1,2 and 3 - £1,395 plus VAT, plus Moderation Fee

On successfully achieving a Pass in all three modules you can order an overall certificate conferring your full Delta status.

In addition, we can provide supplementary 1-to-1 classes on request at £65 per hour.

There is a £50 registration fee for new students. Course fees include membership of the Oxford House College Club – speakers from the ELT world come to the College monthly to give participative and practical sessions on a wide variety of ELT-related topics. Previous speakers include Michael Swan, Mike McCarthy and Susan Kay. Please ask the Teacher Training Administrator for a schedule ttlondon@oxfordhousegroup.com

Entry Criteria

Experience: A minimum of two years' ELT experience (1,200 hours) to adults within the last five years, to a variety of nationalities in different teaching contexts and at various levels.

Education: candidates are usually university graduates or qualified teachers. Candidates should have a level of education equivalent to that required for entry into higher education and they will normally have undertaken some formal course of practical teacher training at pre-service or in-service level, such as the Cambridge ESOL CELTA or Trinity College, London Cert.TESOL.

English: Applicants must have a highly developed awareness of language and sufficient competence in English, both written and spoken, to enable them to follow the course and complete all assessed elements.

Course Overview

Delta courses are intended for participants with previous teaching experience and are designed to ensure a balance between the demands of practical application and the latest classroom management theory. The Oxford House College Delta course will enhance your ELT skills and knowledge and bring them to the next recognised level. The course will enable you to acquire a deeper understanding of the principles and practice of teaching English to adults, by examining current methodologies and applying new techniques to your teaching.

The Oxford House College Delta course includes the following elements:

- *Module One - Understanding Language, Methodology and Resources for Teaching* - focuses on the background to teaching and learning ESOL in a range of contexts. The module is made up of 6 units:
 1. Theoretical perspectives on language acquisition and language teaching
 2. Different approaches and methods including current developments
 3. Language systems and learners' linguistic problems
 4. Language skills and learners' problems
 5. Knowledge of resources, materials and reference sources for language learning
 6. Key concepts and terminology related to assessment

- *Module Two - Developing Professional Practice* - focuses on developing your awareness and expertise in relation to the principles and practice of teaching ESOL in a range of contexts. This module is made up of 7 units:
 1. The language learner and the language learning context
 2. Preparation for teaching adult learners of English
 3. Evaluating, selecting and using resources and materials for teaching purposes
 4. Managing and supporting learning
 5. Evaluation of lesson preparation and teaching
 6. Observation / evaluation of other teachers' lessons
 7. Professionalism and opportunities for professional development

- *Module Three - Extending Practice and ELT Specialism* - focuses on a specialist option (e.g. YL, ESOL, ESP, 1-1). It is designed to broaden your knowledge of a chosen specialism and to develop your understanding of syllabus design, testing and assessment. Module Three input sessions will be generic across all areas, and you will be expected to tailor the material to your particular specialist focus. Individual support will be provided where College tutors have some expertise in this specialist area. There are 6 units:
 1. Research into specialist areas

2. Syllabus design: principles, influences on, methodological effects of and major syllabus types as applied to the specific learning context
3. Designing syllabus and teaching programmes to meet the needs of learners in the specific context of your selected specialist area
4. Course design and development in the specific context of your selected specialist area
5. The principles and practice of testing and assessment and application to your specialist area
6. Monitoring and evaluating the effectiveness and quality of courses and programmes of study

You will be supported throughout by professional, qualified trainers with extensive ELT experience. In addition, you will also have access to library resources including professional books, publications, multimedia titles and internet access.

Components of Assessment

Module One assessment is via a written examination. Questions set are in a practical context which assume that candidates have a practical background.

Module Two assessment is via a combination of coursework (including observed lessons), written assignments, and an externally-assessed lesson observation. In the written assignments, you will need to analyse, explain and justify selected content and approaches taken.

Module Three assessment is via an extended written assignment in the form of a practice based research project.

Timetable

The Oxford House College Delta course is a part-time course. Input sessions (lectures) are on Mondays and Wednesdays, 18.30-21.30. In addition to this, candidates will teach and be observed for an hour every third Thursday (five times in total) and prior to that are expected to have observed the class and discussed ideas for their lesson with the class teacher. There are also three Saturday sessions mainly set aside for mock exam practice. Candidates are also required to do ten hours of observations of Delta qualified teachers and/or other Delta trainees.

Workload

The Delta is a postgraduate qualification and as such applicants can expect the workload of the course to be very demanding. In addition to attending the twice weekly input sessions, we estimate that participants spend most evenings in a week and at least one full day at the weekend doing coursework. The level of commitment and hard work required cannot be underestimated.

Application Procedure

Please complete and post the application form which forms part of this document, a copy of any ELT certificates you currently have and a reference from your most recent teaching position to the Teacher Training Department (address on title page).

On receipt of your application, we will contact you and send a pre-interview test requiring you to write a 1 hour lesson plan. On successful completion of the test you will be invited to attend an interview at the college. For applicants not local to London, a telephone interview can be arranged.

A rigorous selection process is undertaken in the interest of candidates to ensure a high level of success on the course.

Once you have been offered a place, you can make the initial payment for your course. The minimum deposit is £100 and all fees must be paid at least four weeks before the start of the course. Following this, we will send you a pre-course task, bibliography and welcome notes.

How to Pay

- In cash – in person only
- By credit/debit card (there is a 3% surcharge for credit cards) – all major cards accepted, except Diner's Club and American Express
- By bank transfer (add £15 for bank charges) – you can pay directly into the account below:

Barclays Bank

27th Floor, 1 Churchill Place, London E14 5HP

Account name: Oxford House College

Sort Code: 20 65 63

Account number: 80830542

IBAN: GB58 BARC 2065 6380 8305 42

SWIFT/BIC code: BARCGB22

Delta Terms and Conditions

Please note that enrolment on our courses is subject to the following:

- Teaching done as part of the course or scheme is unpaid
- Changes in the policy of Cambridge ESOL, be they administrative or academic, may force changes to the details outlined in our information

- Deposits are non-refundable
- Course cancellation fees: if you cancel your course more than 4 weeks before the course starts - full refund less cancellation fee £100 in addition to Deposit £100; if you cancel your course less than 4 weeks before the course starts – no refund of course fees
- Course fees include examination fees, which are non-refundable
- Examination fees are payable by Oxford House College only where candidates take the examinations at Oxford House College, London; where candidates wish to take the examinations in another location there may be an additional fee
- The course fee includes the examination fees only in the year in which the course is taken
- If you submit a written assignment or take a mock examination after the course deadline, there will be a charge of £30 per assignment or paper to be marked
- Should you fail to take one of your classroom teaching observations on any course, there will normally be no opportunity for you to re-take this, but if you are allowed to re-take this observation, you will be charged a fee of £50
- The College cannot guarantee that the requested course will take place if there are insufficient candidates enrolled on the course; if the College has to cancel a course, a full refund of fees will be made to candidates
- Please note that there are no refunds if you leave the course once it has started. However, in the case of extreme or unavoidable circumstances such as serious illness, we may allow you to join a later course upon payment of a second course deposit (£100). It will be at the College's absolute discretion to deem whether or not the circumstances were extreme or unavoidable. The date for joining a later course would be mutually agreed between you and Oxford House College. Courses may only be deferred once

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Cambridge Delta Application Form

For Office Use Only

Interview / test date: _____

Time: _____

Interview / test confirmed?

Course start date: / /

Surname: (Mr/Mrs/Ms): First Name:
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Date of birth: / / Nationality:

Profession/occupation:

Current Address:
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Contact tel. number: (Day) (Evening).....

Mobile tel.: E-mail:

Next of kin (name & tel. number):

How did you hear about us?

EDUCATION (Please give details of what and where you studied, grades achieved and dates):

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ELT Work Experience (Please give details of position, school and dates, with most recent first):

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English levels taught and teaching materials used recently:

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Do you have any of the following (if 'Yes', please give details):

Dyslexia Yes / No

A criminal record Yes / No

Any mental or physical health problems that could affect you or anyone else on the course? Yes / No

Details of any of above:

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'I have read and accept the Delta Terms and Conditions and would like to apply for a Delta course.'

Signed: Date:

I enclose:

- 1. A copy of my initial teaching qualification (CELTA or Trinity Cert.TESOL) Yes / No
- 2. Evidence of a good standard of English (non-native speakers only) Yes / No
- 3. A reference from my Director of Studies (all applicants) Yes / No

FOR OFFICE USE ONLY

Interviewer: Date:

Comments:

Health:Teaching Experience:
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Interpersonal skills:
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