

## Certificate In Teaching English As A Second Language (Application)

If you are a new student to the CTESL Program, please submit this form along with your transcripts and registration to: Student and Instructor Services, Extended Education, 185 Extended Education Complex, University of Manitoba, Winnipeg, MB R3T 2N2; by fax: **204-272-1626**; or by email: **extended@umanitoba.ca**

### STUDENT INFORMATION:

Mr.  Mrs.  Dr.  Ms.  Miss Last Name\*: \_\_\_\_\_

First (Given) Name\*: \_\_\_\_\_ Middle Name(s): \_\_\_\_\_

Preferred First Name: \_\_\_\_\_ Date of Birth (yy/mm/dd)\*: \_\_\_\_\_

Home Address: \_\_\_\_\_ City/Town: \_\_\_\_\_

Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Faculty: \_\_\_\_\_ Student Number\*: \_\_\_\_\_

Email\*: \_\_\_\_\_ Citizenship Status\*: \_\_\_\_\_ \*Indicates required information

### EDUCATIONAL BACKGROUND:

Official transcripts must be submitted for the highest level of education completed. If you attend any institution subsequent to submitting this form, notify Student and Instructor Services immediately. **Trainees without a university degree will not qualify for TESL Canada Certification.**

Highest level of formal education achieved: \_\_\_\_\_

Date completed: \_\_\_\_\_

Name of educational institution: \_\_\_\_\_

If outside of Canada, specify city and country: \_\_\_\_\_

Additional employment-related training/courses completed or professional standing achieved: \_\_\_\_\_

Where did you first hear about this program? \_\_\_\_\_

Please check box if your primary language is other than English

Do you wish to provide proof of English language proficiency with your registration?

Yes - TOEFL 550 / Computer-based TOEFL 213 / iB TOEFL 80 (20 per section)

No - I understand that I may not apply to TESL Canada for certification if I do not submit proof of English language proficiency.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Your personal information is being collected under the authority of *The University of Manitoba Act*. The information you provide will be used by the University for the purposes of registration, communication, and to facilitate payment. Your personal information will not be used or disclosed for other purposes, unless permitted by *The Freedom of Information and Protection of Privacy Act* (FIPPA). If you have any questions about the collection of your personal information, contact the Access & Privacy Office (tel. 204-474-9462), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB, R3T 2N2.

Students interested in seeking credit for TESL or non-TESL courses taken through the Faculty of Education or from other faculties and institutions must submit a "**Course Credit Request Form**" to Student and Instructor Services, Extended Education.

In order to be eligible to graduate, students must maintain a "C" average and declare their intent to graduate via **aurora self service**.

### FULL FEES MUST ACCOMPANY THE APPLICATION

An application fee of \$100 CAD will apply. The application fee is non-refundable.

Cash – In-person only.  Cheque/Money Order – Payable to the University of Manitoba (post-dated cheques can not be accepted).

Payment by Credit card – Complete the following section.

Visa  Mastercard Credit card number: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Card holder's name (as it appears on the card): \_\_\_\_\_ Amount \$ \_\_\_\_\_

Authorizing signature: \_\_\_\_\_