



Certificate Program in *Teaching English as a Second Language to Adults (TESLA)*

2011-2012 TESLA Certificate Program Application

The Literacy Assistance Center of New York City is proud to announce that we are now taking applications for our 2011-2012 Certificate Programs in Teaching English as a Second Language to Adults (TESLA).

This is a rigorous program that provides adult educators a firm foundation in current theory and best practice in the fields of Applied Linguistics and Teaching English to Speakers of Other Languages (TESOL).

The LAC TESLA Certificate serves as an initial qualification for:

- Anyone considering a career in Teaching English to Adult Speakers of Other Languages
- Anyone who has already been teaching adult literacy ESOL without formal training or qualifications
- Anyone who wishes to develop an additional specialization in teaching ESOL
- Anyone interested in preparing to teach English Overseas

Application Deadlines

An application is required to enter this program.

TESLA Applications for the Spring 2012 Semester Evening Program, February 15 – May 23, 2012 are due by [January 20, 2012](#).

TESLA Applications for the Summer 2012 Intensive Program, July 9 – July 20, 2012 are due by [June 15, 2012](#).

TESLA Certificate of Completion

The TESLA Certificate Program is a rigorous program that provides adult educators a firm foundation in current theory and best practice in the fields of Teaching English to Speakers of Other Languages and Applied Linguistics. In order to qualify for an official [TESLA Certificate of Completion](#) for the 2011- 2012 Certificate year, you must attend [40 hours of face-to-face classes](#) and [complete all TESLA Online Moodle Module tasks in 2011-2012 and a 32-48 hour teaching practicum](#).

Expected Level of Commitment

The LAC TESLA Certificate Program requires a significant level of commitment in time and energy from participants. In this program, participants attend 40 hours of face-to-face classes over either a two-week or a 6 month period. In addition, they accumulate 70 – 140 hours of study and reflection as part of an online community of practice that continues as a peer mentoring community after the completion of the program. A 32-48 hour teacher practicum is also required to qualify for this certificate.

Tuition and Fees

The tuition is \$1500.00 for both the Intensive Program and the Semester Program.

\$150.00 of this tuition fee is due with the TESLA Application. \$100 is refundable if you are not accepted in the program.

For more information, contact Marilyn J. Rymniak at marilyn@lacnyc.org or 212-803-3322, or log onto: <http://lacnyc.org/profdev/TESLA>.

TESLA Application Form

Please submit pages 3 and 4 in addition to the required supporting materials by the appropriate deadline listed below. See page 4 for a list of submission options.

Please check the program below for which you are applying:

TESLA Spring 2012 Semester Evenings: Application due January 20, 2012

TESLA Summer 2012 Intensive: Application due June 15, 2012

CONTACT INFORMATION		
Last Name	First	MI.
Preferred Phone Number	Alternative Phone Number	
Mailing Address		
Email Address (Please write legibly)		
Current Employer	Job Title	
Number of years in current position	If you are an administrator, how many people do you supervise?	
Highest academic degree, Area of study, Institution, Year degree was granted		
<p>Supporting Materials</p> <p>Please enclose the following with this application:</p> <ol style="list-style-type: none"> 1. Resume – Describe your personal and academic history and work background – include all work history not just positions related to adult education. 2. Personal Statement – Enclose a personal statement of approximately 150 – 200 words explaining why you are interested in participating in this certificate program. Include a statement regarding how completing this program will help you attain your goals. If applying for financial assistance, please include a statement of need. 3. Professional or Personal Recommendation – Enclose a letter from someone familiar with your work or personal background on why you would be a good candidate for the program. 		

Statement of Commitment

Please complete the following and submit this by the appropriate deadline date with your application:

“Yes, I can commit my time and energy to the requirements of this program which include attending 40 hours of face-to-face classes over either a two-week or a 6 month period, completing all online tasks required as part of an online community of practice that will continue as a peer mentoring community after the completion of the program, completing a 32-48 hour teaching practicum.”

Participant Signature _____ Date: _____

*If required by the organization I am employed by, I affirm that this application is being submitted with approval and support of my immediate supervisor.

Signature of Direct Supervisor _____ Date: _____

There are 3 possible options for you to submit this application:

- Option 1: Submit this application electronically to Marilyn J Rymniak at marilynr@lacnyc.org
- Option 2: Submit your application by fax to 212- 785-3685
Attention to: Marilyn J. Rymniak
- Option 3: Submit your application by mail to the following address:
Marilyn J. Rymniak, Director, TESLA Certificate Program
Literacy Assistance Center
39 Broadway, Suite 1250
New York, New York 10006

Application Payment checks should be made out to “The Literacy Assistance Center”. For credit card payments see www.lacnyc.org/profdev/Academy under Pay by Credit Card.

An application fee of \$150.00 must accompany this application for it to be processed.
Thank you.