

TESL Canada Federation Practicum Information
For Provisional Certificants to Obtain Professional Certificate

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| GENERAL INFORMATION: | |
| Name of applicant: | |
| <i>Last Name</i> | <i>First Name</i> |
| Provisional Certificate Number: | |
| Name as you wish it to appear on the certificate: | |
| Permanent Address <i>(to which your certificate will be mailed)</i> | |
| Email: | |
| <p><u>PRACTICUM INFORMATION (Please circle the appropriate practicum):</u></p> <p>1- If you completed your practicum with your TESL training program: (i.e. the program arranged the practicum), please have the <i>institution</i> confirm your practicum: location, contact person, name of sponsor teacher, practicum supervisor and number of hours, either by mail (check website to confirm mailing address) or by e-mail to admin@tesl.ca.</p> <p>2 - If your practicum was not completed in your program, please choose one of the following:</p> <p>A) You completed your coursework at a TESL Canada recognized program, but completed your practicum at another TESL Canada recognized program. Documentation to be submitted as outlined on the right.</p> <p>Name of recognized program under which you completed the practicum: _____</p> <p>Name and address of institution where practicum was completed: _____</p> <p>Practicum Supervisor: _____ Hours spent observing Sponsor Teacher in the classroom: _____ Hours of supervised practice teaching: _____</p> <p>Practicum 2 (if applicable): Supervisor: _____ Hours spent observing Sponsor Teacher in the classroom: _____ Hours of supervised practice teaching: _____</p> <p>B) You completed your coursework at a TESL Canada recognized program, but organized your own practicum. Please complete the form below. Additional cost of \$100. plus tax. (Note: if you completed your TESL training through a program not listed on the website as a TESL Canada recognized program, then please complete a PLAR application form, link to website below**).</p> <p>** https://tesl.ca/certification/tesl-canada-professional-</p> | <p style="text-align: center;"><u>Verification of Practicum</u></p> <p style="text-align: center;">Confirmation of Practicum Information sent directly to TESL Canada by institute</p> <p style="text-align: center;">Officially sealed envelope from institution enclosed. (*Sealed by the institution with signature across the flap)</p> |

External Practicum Information. (Practicum organized by applicant at a non-recognized program)

| The following can be completed/submitted by the applicant | |
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| 1- Location of practicum: | |
| 2- Name of Sponsor Teacher: | |
| 3- Contact information: | |
| 4- Sponsor teacher's qualifications and experience: | |
| 5- Practicum Supervisor: | |
| 6- Assignments/tasks required | Enclosed |
| 7- Assessment of tasks | Enclosed |
| The following documents need to be sent in <u>officially sealed envelopes</u>* (*see above) or by the institution/writer directly to TESL Canada | |
| 1- Letter from practicum supervisor or program confirming class size, age of students, number of hours observed and number of hours taught. | Official document enclosed (sealed by the institution) Official document to be sent directly by the institution |
| 2- Formal observation report | Official document enclosed (sealed by the institution) Official document to be sent directly by the institution |
| 3- Transcript of courses completed or a letter from program stating applicant has successfully completed all required coursework except the practicum. | Official document enclosed (sealed by the institution) Official document to be sent directly by the institution |