



Flying Teachers TKT (THE TEACHING KNOWLEDGE TEST) Cambridge English TKT Preparation Course (Online Self-study tasks and Face-to-face Sessions)

WHEN?	Course dates can be found on page 3.
WHERE?	The face-to-face part of the programme: Flying Teachers Training Centre, Zurich, Switzerland.
WHAT TIME?	Three face-to-face sessions: From 10:00 to approximately 17:00 (with short breaks between sessions and a lunch break).
FOR WHOM?	For people with little or no previous teaching experience who wish to acquire an internationally recognized certificate in English teaching. The course is also for people who have been teaching English without a qualification. Non-native trainees need to show that their level of language competence is equivalent to CEF B2 level. This course requires computer knowledge because of the 60 hours of work related to the TKT tasks that are completed online).
WITH WHOM?	Cristina Vieira (Accredited University of Cambridge English CELTA/DELTA trainer).

COURSE DESCRIPTION:

The Cambridge English Teach Knowledge Test **Preparation Course** will involve:

The completion of an online Course (About 60 hours of self-study online). The focus will be on exam tasks that aim to prepare you for the Cambridge English TKT Test.

Face-to-face sessions (About 21 hours) of input and practice tasks focusing on English Teaching Methodology

The Teaching Knowledge Test (The TKT) is a test developed by Cambridge English Assessment for teachers who teach other languages. It is designed to test candidates' knowledge of concepts related to language and language use, and the background to and practice of language teaching and learning.
and key principles related to the Teaching of English as a foreign language (This part of the course is very practical and aims to prepare you for the job market)

You can take *TKT* whatever your background and teaching experience. It is suitable if you are:

- either a pre-service or a practising teacher
- teaching primary, secondary or adult learners
- a non-first language or first language English speaker
- a teacher who wants to gain formal recognition of your experience, keep your teaching skills up to date and develop your career opportunities.

You ideally need to have English proficiency at CEFR Level B2 or above.

CERTIFICATE: Upon successful completion of the course, you will receive a certificate of participation in the course. The TKT Exam is a Cambridge English Test and the candidate needs to register for the exam using the link below:

<https://www.flyingteachers.ch/de/formulare/cambridge-english-certificates.html>

FEES: CHF 1'450 (This fee does not include the registration for the Cambridge Exam)



WHY FT?

Flying Teachers has been organizing CELTA and DELTA courses since 2002 and we hire and have hired lots of English teachers through CELTA and DELTA.

More than 1000 people have completed their CELTA/DELTA courses with us.

The Teacher Training courses offered by Flying Teachers combine tutor experience, support and a structured approach which new teachers need in order to achieve the Cambridge English Teaching Awards. We have excellent CELTA and DELTA success rates, **but candidates must follow the guidelines set forth by Cambridge English, which are highlighted throughout the courses.** Our experience has shown us that successful trainees are organised, open to feedback and are able to plan and teach lessons following the guidelines received.

The Flying Teachers CELTA/DELTA and TKT courses will prepare you for the job market in Switzerland from the first day of the course on.

The application process and pre-course work:

1: Please complete the enclosed application form and send it to Flying Teachers by post (address on the following page) or an attached document (teachertraining@flyingteachers.com). It is always a good idea to keep a copy of the document because the original is kept by the school.

2: After this stage, cancellations and refunds will not be possible. Please read the course conditions you will find at the end of this document.

3: The courses are offered on a “first come, first served basis”, but we recommend that you should send your completed application at least one month before the course start date.

4. Before you register for the course, please remember:
The TKT Course will involve the completion of online tasks and most of the input you will receive will come from self-study. Research shows that online programmes are not suitable for all types of learners and you need to assess your suitability for such a course. Discipline, organisational skills, computer literacy and autonomy are essential.

5. Important: Flying Teachers accepts TKT as a recognised teaching qualification but new teachers might be asked to give a trial lesson before being hired. Unlike CELTA, teachers who have passed TKT Modules 1, 2 and 3 will only be able to teach up to **200 hours a year**. In order to teach for an unlimited number of hours, we recommend CELTA.

6. Last but not least: We have guided hundreds of trainees, from a variety of origins, ages and professional backgrounds in all these years, so come to Flying Teachers and make sure you will pass your TKT Test and acquire an initial Teacher Training Qualification. .



Flying Teachers Cambridge TKT Preparation Course application form

Please send your completed application to to Flying Teachers Zurich- Cristina Vieira Oberholzer –
Universitaetstrasse 86 – 8006 – Zurich – CH) or to cambridgeenglish@flyingteachers.com

Please select the course date you would like to register for:

- 08, 15 and 22 March 2019**
- 10, 17 and 24 May 2019**
- 07, 14 and 21 June 2019**
- 06, 13 and 20 September 2019**
- 08, 15 and 22 November 2019**

Part one: PERSONAL INFORMATION (PLEASE WRITE CLEARLY IN BLOCK CAPITALS)

SURNAME Mr/Mrs/Ms	
FIRST NAME(S)	
DATE OF BIRTH	
PLACE OF BIRTH	
FIRST LANGUAGE	
ADDRESS	
TELEPHONE	
EMAIL	
PRESENT OCCUPATION	

Part two: EDUCATION AND QUALIFICATIONS

University Degree(s) (please state where you studied and give dates)	
Other relevant qualifications (Teaching qualifications, for example)	

Please attach a copy of your CV if you are interested in taking part in the Supervised Teaching Practice after your TKT Preparation Course (More information on the last page of this document)

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 office.hungary@flyingteachers.net

www.flyingteachers.ch
www.flyingteachers.com
www.flyingteachers.net



TKT Course Conditions

- The course is offered on a first come, first served basis. We advise candidates to apply for the course at least one month before the course start date.
- All applications will be reviewed and you might be asked to complete the Flying Teachers Placement Test for us to make sure that you have the right language level for the course. .
- **CANCELLATION:** You may cancel your application up to one month prior to the course start date without loss on your part. Cancellations made within 2 weeks of the course start date will result in payment of 100% of costs.
- In the event that you do not complete the course or pass the course, we are in **no** position to refund your payment.
- Doing your TKT course with us does not guarantee future employment with Flying Teachers.

Celta cancellation policy or Withdrawal during course

The full amount of SFR 1'450 is due one month prior to the course and cancellations will not be accepted without penalty after this time.

ILLNESS

1. If you become ill within one month of the course start date or during the course and cancel, you must provide the Flying Teachers with a doctor's certificate (from a "neutrale Vertrauensperson"). The Flying Teachers will charge an administration fee for your cancellation as follows:
 - CHF 700 within 4 weeks of course start
 - CHF 250 within 2 weeks of course start
 - CHF 100 within 1 week of course start or during course
2. In the event you would like to join a future course with the Flying Teachers, you must re-apply for the course and re-interview, as well as provide a doctor's note stating your condition has improved. This doctor's note must be from a neutral doctor (neutrale Vertrauenspersone). We will provide you with a list of doctors in this situation. The Flying Teachers reserves the right to deny you for a future course, and you will not be given priority for a future course.
3. In the event that you join a second course and fall ill again, we reserve the right to deny you the opportunity to reapply without refund.

OTHERS

1. If you must cancel your participation within one month prior to the course start date, the Flying Teachers will charge you a penalty as follows:
 - CHF 700 within 4 weeks of course start
 - CHF 250 within 2 weeks of course start
 - CHF 100 within 1 week of course start or during course
2. **Cancellation during the course will result in no refund.** No refunds will be given if you do not complete or pass the course.
3. The candidate must understand that if he/she will not pass the course if he/she does not attend it on a regular basis or does not meet all the requirements as set forth by Cambridge ESOL.

I have read and I accept the Flying Teachers **TKT Course Conditions** and **the TKT Cancellation Policy or Withdrawal during Course** as stated above.

Signature _____ Date _____ Place _____



Supervised Teaching Practice (STF) at Flying Teachers Zurich and Bern

- The programme is only available for teachers who have done CELTA and TKT with Flying Teachers.
- In order for us to offer Supervised Teaching Practice, we need to have students for the programme and we might not be able to offer the courses on a monthly basis.
- **We always contact the CELTA/TKT tutors for feedback on the candidate's suitability for Supervised Teaching Practice.**
- We have been offering the Supervised Teaching Practice for newly CELTA graduates since 2003. The aim of the programme is to provide the Flying Teachers CELTA graduates with an opportunity to acquire a minimum of 80 teaching hours in a supported environment. The trainees teach groups of adult learners, using a coursebook and following detailed course programmes prepared by the Flying Teachers Teacher Training Department.
- The lessons are generally in the morning or in the evening, for about two hours, from Monday to Friday for a month.
- The teachers get paid for taking part in this teacher training programme.
- The teachers receive a detailed certificate of participation in the programme (Arbeitszeugnis) describing what they have done during the month. Participating in STP does not mean that the candidate will be hired by Flying Teachers.
- Our Quality Management Department and class observations will enable us to assess the success of the programme and the suitability of the new teacher to become a Flying Teacher. Based on that, the teacher might immediately become a member of our staff. This means that the teacher will have access to our intranet, being able to apply for the teaching positions we advertise on a daily basis. Our statistics show that we offer part-time teaching positions to 80% of the people who take part in the STF.