UNIVERSITY OF ALBERTA

FACULTY OF EDUCATION

TESL Diploma Student Handbook

THE TESL PROGRAM IN EDUCATIONAL PSYCHOLOGY

Welcome to the TESL program at the University of Alberta. This handbook describes the program and explains the procedures for successfully completing it. It is expected that all students and faculty in the program will keep this handbook as their major source of reference to the program. It is your responsibility to ensure that you have the most recent copy of the handbook.

The person ultimately responsible for making sure that you know all the requirements for completion of your degree is you. The purpose of this handbook is to provide current information concerning the steps you must take to fulfill those requirements.

This handbook attempts to alert undergraduate students to the requirements for successful completion of their studies.

This handbook is only one of a number of documents of which students and faculty should be familiar. The contents of the following documents should be reviewed as well:

University of Alberta Calendar

Can be found at: https://www.ualberta.ca/registrar/calendar/index.html

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1. TESL PROGRAM MANDATE

The purpose of the program is to provide people interested in teaching English as a second language (ESL) with the appropriate theoretical background and practical experience to teach English in Canada and overseas. Our students include experienced teachers and individuals new to adult ESL.

2. PROGRAM DESCRIPTION

The TESL Program is designed to provide for the development of competent teachers who have solid academic and research orientations and who are able to adapt to changing and diversifying roles of ESL teachers.

Our program emphasizes the importance of an understanding of both instructional and research principles. We feel that teachers must be helped to continue with their own professional development, and the best way we can do that is to introduce them not only to current research and theoretical models, but to help them understand how to ask questions about the behaviour they observe in their classrooms, and to explore the possible ways in which those questions might be addressed. The Faculty in the TESL program are active researchers who have ongoing contact within classrooms, and whose work is published in journals such as *Language Learning, Studies in Second Language Acquisition, Applied Linguistics, Applied Language Learning, TESL Canada Journal,* and *Language Testing.*

PROGRAM PLAN A

- Applicants must have completed a Bachelor's degree and have a minimum GPA of B over the latest 60 course weights of academic work.

- Applicants who are non-native speakers of English must provide proof of proficiency in the English language. An iBT TOEFL score of 94, with minimum scores of 22 in the listening, speaking, reading, and writing components; OR a minimum IELTS Academic overall score of 7 with a minimum of 6.5 in each skill area is required to satisfy the English language proficiency requirement.

- Applicants should have some experience teaching ESL/EFL in an established ESL program (volunteer or paid, minimum 50 hours recommended).

PROGRAM PLAN B

- Students with little or no experience ESL/EFL teaching experience, and/or non-native English speaking students with the following minimum English

language proficiency scores may be considered for admission to the Diploma Program Plan B:

An iBT TOEFL score of 90, with minimum scores of 21 in the listening, speaking, reading, and writing components; OR a minimum IELTS Academic speaking and listening score of 6.5, with no band less than 6.0; OR a score of at least 70 on the official listening and speaking bands of the CAEL (Canadian Academic English Language assessment exam) with no band less than 60; OR a Pearson Test of English score of 61 with no score less than 60 in each communicative score is required to satisfy the English language proficiency requirement.

- Students in Program Plan B would register for EDPY 497 (TESL Field Observation) in place of EDPY 419 (TESL Supervised Practicum). In EDPY 497 (TESL Field Observation), students would complete 25 hours of adult ESL classroom observation. If they meet the minimum English language proficiency and/or teaching experience requirements for EDPY 419 during their TESL Diploma program (see plan A above), they may request approval from the TESL program coordinator to register for EDPY 419.

COURSE LIST: Diploma in TESL Program

Entrance Requirements

- A Bachelor's degree with a minimum GPA of B (3.0)
- Supplementary application form
- 2 letters of reference
- Prerequisite course (This may be completed after admission to the Diploma program.)

Prerequisite or Co-requisite Course

• LING 101: Introduction to Linguistic Analysis

An introduction to the central concepts of linguistics: linguistic categories and structure (phonetics, phonology, morphology, syntax, semantics). LING 101 can be taken as a co-requisite only in the fall or winter term.

Required courses (a minimum of 24 credits)

• EDPY 416: Introduction to TESL

This course includes a synopsis of theories of second language learning, a historical overview of second language teaching, and an examination of cognitive and affective factors affecting learners' acquisition. Features of the learning context will also be discussed. Prerequisite or co-requisite: an approved introductory course in linguistics. LING 101 can be taken as a co-requisite only in the fall or winter term.

• EDPY 417: Grammar of English for Teachers of Adult ESL

Pedagogical Grammar of English. This course will cover the basic components of English grammar including basic sentence patterns, noun phrases, verb phrases, adverbials, and simple and complex sentences. In addition to going over the key grammatical distinctions

in English and learning the metalinguistic vocabulary, they will have many opportunities to examine and evaluate commercially produced pedagogical materials. Prerequisites: LING 101, EDPY 416

• EDPY 418: Methodology in the Teaching of ESL to Adults
This course investigates lesson and unit planning for ESL. The course has a hands-on focus with an emphasis on classroom activities. Students will also become familiar with many current resources used in ESL classrooms. Prerequisite: EDPY 416.

• EDPY 419: TESL Supervised Practicum (see Program Plan A above)
This course requires a minimum of 25 hours of participation, including 10 hours of full classroom responsibility at a local ESL institution. ***OR***
• EDPY 497: TESL Field Observation (see Program Plan B above)
This course requires a minimum of 25 hours of classroom observation in an adult ESL program at a local institution.

• A language course
This requirement will be waived if the applicant is a non-native speaker of English and will be replaced by a TESL-approved option.

AND 3 TESL-approved options*:

• LING 320: Second Language Acquisition

• ENGL 300: Social and Cultural History of the English Language

• 500-level EDPY TESL courses[1,2]

*Note:
1. Diploma students may request permission of the instructor to register for 500-level TESL courses.
2. Not all of these courses are available every year; they are offered in rotation. Courses not listed here may be offered from time to time.

3. PRACTICUM GUIDELINES

Students are encouraged to keep clear at least three consecutive mornings per week to accommodate their practicum. The timing of the practicum will vary, depending on the individual placement. Details will be provided at the first practicum course meeting. Note that the practicum courses (EDPY 419, EDPY 497) will begin with a series of seminars and will include course assignments in addition to the field experience.

EDPY 419: The minimum number of hours in the practicum is 25, with no fewer than 10 hours of full responsibility for teaching an adult ESL class. Students are encouraged to spend more time in their placement, if possible. Students should

be aware that many hours of preparation are necessary in addition to the actual class contact time. They should take this into account in planning their term schedules.

- Effective September 2017 - TESL Canada certification requires a 50 hour practicum (30 hours of classroom observation + 20 hours of supervised individual practice teaching). Therefore, those students who wish to apply for TESL Canada certification will need to enroll in an additional practicum course - EDPY 499.

EDPY 497: The minimum number of hours of ESL classroom observation is 25. Students are encouraged to spend more time in their placement, if possible. Students should be aware that many hours of preparation are necessary in addition to the actual class contact time. They should take this into account in planning their term schedules.

4. ON COMPLETION OF ALL COURSE WORK

At the completion of the program, students must apply online for graduation. Students must initiate the process by applying on Bear Tracks under the 'Academics' icon. Students are responsible for checking deadline dates.

5. DISCIPLINE AND PROFESSIONAL CONDUCT

In addition to the Code of Student Behaviour (http://www.governance.ualberta.ca/CodesofConductandResidenceCommunityStandards/CodeofStudentBehaviour.aspx), the TESL Program endorses the ethical guidelines of the Alberta Teachers of English as a Second Language (ATESL). Students in the program should familiarize themselves with these standards. The ATESL documents are available at https://www.atesl.ca/resources/ethical-guidelines/.

The program encourages students to become student members of ATESL and other professional organizations (e.g., ESL-C [http://www.eslcata.com] of the Alberta Teachers' Association) as a way to learn more about current issues in the field.

Because of its support for the codes of ethics and guidelines documents of the university and professional associations, the TESL Program takes very seriously any allegations of unprofessional or unethical student conduct. Allegations will be investigated by the Program Coordinator and will be taken into account in decisions concerning a student's continuance of the program.

The TESL program involves working with ESL students. TESL Diploma students who are found to be unsuitable for working with ESL students can be asked to withdraw from the program or to change areas of specialization. Diploma students who withdraw or are asked to withdraw from the practicum must have

the permission of the Program Coordinator to re- register in the TESL practicum.

6. BECOMING A TESL PROFESSIONAL

By entering a graduate program in TESL, you have taken the first step towards becoming a TESL professional. However, your required course work is only the first step. A true professional becomes an active participant in the teaching/researching community. The following is a list of activities in which you should be involved over the course of your time here at the University of Alberta. Of course you are not expected to do everything on this list, but the more involved you become, the more likely you are to make connections that will be helpful to you in your teaching. This checklist will be reviewed with your advisor at the end of the first term.

- attendance at talks relevant to TESL/SLA in Linguistics, Psychology or Modern Languages & Cultural Studies
- membership in ATESL (automatic subscriptions to the *TESL Canada Journal* and *SHARE*)
- attendance at ATESL local meetings
- presentation at an ATESL local meeting
- attendance at the ATESL provincial conference and TESL Canada conferences
- volunteering at the ATESL conference
- presentation at an ATESL provincial conference or faculty colloquium
- attendance at a research conference (e.g., ACLA, SLRF, AAAL, TESOL)
- participation in a research project
- submission of an article to a professional newsletter
- volunteering for ATESL at either the local or provincial level
- attendance at TESL Brown Bag presentations
- submission of an article to the *TESL Canada Journal* or other peer-reviewed journals
- applications for scholarships (full-time students only)
- participation in skill development that may assist you in your teaching (e.g., computer course, Toastmasters, etc.)
- serving on the TESL Student Group executive

7. TESL CANADA PROFESSIONAL CERTIFICATION FOR DIPLOMA PLAN A GRADUATES

- For information on TESL Canada professional certification contact: TESL Canada, 376 Churchill Avenue N., Suite 208, Ottawa, Ontario K1Z 5C3 Canada; Tel: 1-800-393-9199; email: info@tesl.ca; website: www.tesl.ca; Contact Form (https://www.tesl.ca/component/contact/contact/4-uncategorised/1?Itemid=101)