

## TESL CERTIFICATE

**ADMISSION:** Interested persons may apply for admission any term either as undergraduate or as postbaccalaureate. The TESL Certificate is issued to undergraduates only upon completion of the B.A. or B.S. degree. See catalog or Admissions office for deadlines and admission requirements. A maximum of 12 credits taken prior to admission can be counted toward the Certificate. For non-native speakers of English, *a TOEFL score of at least 550 is required.*

**DIFFERENCE BETWEEN THE MA DEGREE AND THE CERTIFICATE:** The certificate is focused on practical applications, while the MA degree adds theory and opportunities for research. In terms of employment, TESL certificate students are most commonly hired to teach in small community programs, stand-alone classes or private language schools. Academic and campus based programs such as those at community colleges typically hire students with MA degrees. Students with certificates are also often hired to teach in Asia and South America. Most European schools require an MA. The Certificate may also be combined together with a B.A. (in Applied Linguistics or other field) or MA in Foreign Language, English, Speech, Anthropology, or a related field.

### **PROGRAM REQUIREMENTS:**

#### **Coursework**

LING 390: Introduction to Linguistics	4 credits
LING 471 Understanding the Intl Experience	4 credits
LING 438: Second Language Acquisition	4 credits
LING 492: Structure of the English Language	4 credits
:::LING 477, 478: TESOL Methods	
Ling 477 Methods I	4 credits
Ling 478 Methods II	4 credits
LING 475 Curriculum Design & Materials Development	4 credits
LING 439 Language Assessment	4 credits
Linguistics electives (upper division)	<u>8 credits</u>
	40 credits

#### **Additional Requirements**

**Portfolio:** All students are required to complete a portfolio documenting and reflecting on teaching, tutoring and observation experiences.

**Language:** 2 years of study of a foreign language (demonstrated by proficiency exam or transcripts) For non-native speakers of English, *a TOEFL score of at least 550 is required.*

**Writing** Post-baccalaureate students who do not hold a degree from a university where the language of instruction is English must satisfy the Writing 323 requirement by taking either Ling 471 or another writing intensive course.

### **ADVISING**

No later than the end of the first quarter after admission to the program, the student is required to consult with their assigned TESL advisor to select the appropriate courses and areas of concentration. Students are encouraged to meet regularly with their advisor.

### **SEQUENCING OF CLASSES**

**LING 390** is a pre-requisite for all other linguistics courses, and should therefore be the first course taken in the program.

**Ling 438** (Second Language Acquisition) and **Ling 471** (Understanding the International Experience) must be taken before TESOL Methods (Ling 477; 478)

**TESOL Methods:** For TESOL Methods, students must take two terms (LING 477, 478), in proper sequence. Points of emphasis in each course are as follows:

LING 477 - observation, tutoring and self-reflection

LING 478 - professional preparation and practice teaching

**Ling 475** Curriculum Development and **Ling 439** Language Assessment should be taken after the TESOL Methods sequence. Students with considerable prior teaching experience may be allowed to take Ling 475 or Ling 439 with instructor approval after having taken Ling 477.

**TESL Certificate  
Program Description  
(revised 10/20/2006)**

## **I. ADMISSION AND REQUIREMENTS**

To enter the TESL Certificate program you do not have to apply to the Department of Applied Linguistics directly. You apply to Portland State University only. You should, however, inform the Department of Applied Linguistics of your intention to complete the certificate so that you may be assigned an advisor and receive regular departmental information.

Check with the Office of Admissions regarding application deadlines and requirements for undergraduate or post-baccalaureate admission. The TESL Certificate is issued to undergraduates only upon completion of the B.A. or B.S. degree. A minimum of 30 of the required 40 credits must be taken in residence at Portland State University.

## **II. APPLICATION PROCEDURES**

This application packet includes a student data form, a TESL certificate planning sheet and TESL program details. Please see PSU's webpage at [www.pdx.edu](http://www.pdx.edu) for information about applying as a post baccalaureate student

- Please read the program description carefully. If you have any questions you can contact the Department of Applied Linguistics at 725-4088.
- Please fill out the student data form and return it to the Department of Applied Linguistics, Portland State University, PO Box 751, Portland, OR 97201.
- Please fill out the post-baccalaureate application form (if you are an undergraduate student request an undergraduate application form from the Office of Admission) and send it to the Office of Admission, Portland State University, PO Box 751, Portland, OR 97201. Include the application fee, one official transcript from every college or university attended (except PSU), a TOEFL score report (**required score is 550**) if you are an international student, and the measles immunization form.
- Please hold onto the TESL Certificate planning sheet.

## **III. PLANNING THE PROGRAM**

Incoming students will be assigned an academic advisor by the department. Any member of the core faculty in Linguistics can serve as academic advisor. Please call the department at 725-4088 to get an advisor assigned to you. (You must turn in the Student Data Sheet to receive an advisor.)

The TESL Certificate student must complete an advisor-approved program of study, taking not less than 40-term credit courses (at the 300-level or higher). For more detailed information read the back of your TESL Certificate program approval form or meet with your advisor.

**STUDENT DATA SHEET**  
**TESL Certificate**

Name: \_\_\_\_\_ ID or SSN: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_  
(Street)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home-Phone: \_\_\_\_\_ Work-Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**PROPOSED TERM OF ADMISSION:** \_\_\_\_\_ Fall \_\_\_\_\_ Year  
\_\_\_\_\_ Winter \_\_\_\_\_ Year  
\_\_\_\_\_ Spring \_\_\_\_\_ Year  
\_\_\_\_\_ Summer \_\_\_\_\_ Year

**CURRENTLY ENROLLED AT PSU:** \_\_\_\_\_ Yes \_\_\_\_\_ No

**BACHELOR'S DEGREE:**

(Include degrees you already hold and/or work on a BA at PSU)

<i>Institution</i>	<i>City, State</i>	<i>Major</i>	<i>Degree</i>	<i>Dates</i>

**LANGUAGES STUDIED:** \_\_\_\_\_

**LENGTH OF STUDY:** \_\_\_\_\_

**TOEFL SCORE:** \_\_\_\_\_ **DATE TAKEN:** \_\_\_\_\_

If you are an International student please provide us with a copy of your TOEFL score attached to this form. We require a TOEFL of 550. If your TOEFL is below 550 you will need to see an advisor in the Applied Linguistics Department.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

<b>Office Use Only</b> Advisor: _____ Database: _____
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effective 8/16/06

Name: \_\_\_\_\_ ID#: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
 (Number) (City) (State) (Zip)

Expected Completion Date: \_\_\_\_\_ Bachelors Degree & Date: \_\_\_\_\_ Major: \_\_\_\_\_

Date of Final Term: \_\_\_\_\_ \*\*Foreign Language or TOEFL Score and Date: \_\_\_\_\_

COURSE NUMBER	TITLE	TERM	SCHOOL	CREDIT	GRADE*
<b>1. <u>Linguistics and</u></b>	<b><u>Applied Linguistics: 24 credits</u></b>				
LING 390	Introduction to Linguistics				
LING 438	Second Language Acquisition				
LING 492	Structure of the English Language				
LING 471	Understanding the Int'l Experience				
LING 475	Curriculum Design & Materials Development				
LING 439	Language Assessment				
<b>2. <u>*** Linguistics</u></b>	<b><u>Electives: 8 credits</u></b>				
<b>3. <u>TESOL Methods</u></b>	<b><u>and Supervised Practice: 8 credits</u></b>				
LING 477					
LING 478					
<b>4. <u>Portfolio:</u></b>	<b>Approved:</b>		<b>Date:</b>		

All classes have to be passed with a grade 'C' or better.

\*Courses taken under the undifferentiated grading option (P/NP) are not acceptable toward fulfilling department requirements.

\*\*If two years of a foreign language is not indicated on your PSU transcript, please attach documentation indicating the equivalent of two years language study.

\*\*\*Must be approved by the advisor.

FOR PROGRAM APPROVAL, COMPLETE THE FOLLOWING STEPS:

1. Meet with your advisor (assigned by the Department of Applied Linguistics) at least once per term regarding selection of courses. All coursework counting towards the Certificate should be upper division.
2. Two terms before completion of Certificate program and graduation,
  - a. submit two copies of this planning sheet to the advisor for approval, and,
  - b. file an application for a degree at Degree Requirements (See *Schedule of Classes* for exact deadlines). The Certificate cannot be issued without a bachelor's degree.

**TOTAL CREDITS: 40** **PROGRAM APPROVED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
 (advisor)

\_\_\_\_\_ **DATE:** \_\_\_\_\_  
 (department head)