

21st September 2012

To Whom It May Concern,

This is to certify that Angela Kuti has obtained the **Certificate IV in Teaching English to Speakers of Other Languages**. As her trainer and assessor, I have written this letter as evidence of her recent qualification, to be used as a substitute for her forthcoming certificate.

Angela has successfully completed all the required coursework for twelve core units, as follows:

1. Analyse Language, Culture and Learning
2. Analyse the English Language
3. Apply Approached and Methods in TESOL
4. Design Syllabuses and Plan Lessons
5. Teach English Grammar
6. Teach Spelling and Pronunciation
7. Teach Speaking
8. Teach Listening
9. Teach Reading
10. Teach Writing
11. Planning Syllabuses and Lessons
12. Assess ESL Learners
13. Manage Classroom Logistics
14. Develop resource Files

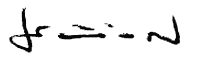
Furthermore, she has undertaken and completed the coursework for an additional elective unit:

* Conduct Experiential Language Programs

The Certificate IV in TESOL also comprises a compulsory practical component, totalling 20 hours. Trainee teachers must complete 14 hours of observation of an experienced teacher, and six hours of observed teaching, in an accredited language institution. In addition, all trainees complete a number of Peer Teaching activities to allow practice of vital classroom skills.

Should you have any further questions, please do not hesitate to contact me at the email address below.

Yours sincerely,



Justine Vincin

[justine.vincin@gmail.com](mailto:justine.vincin@gmail.com)

Certificate IV in TESOL Trainer/Assessor

The Spanish Cat, Melbourne, Australia