 **LANGUAGE TEACHER TRAINING BELGIUM**

 Teacher Training Department

■ **APPLICATION FORM**

*Please tick the following box:*

**[ ]  TRAINER TRAINING COURSE**

**PERSONAL DETAILS**

First name           Date of birth

Surname       Address

Nationality       Postcode

First language       Country

National ID or Passport #       Telephone

Email

**ELT TRAINING & EXPERIENCE**

What ELT/TEFL/ESL **training** do you have? Please give details of dates, organisations and grades.

|  |  |  |  |
| --- | --- | --- | --- |
| Training | Dates | Organisation | Grade |
|       |       |       |       |
|       |       |       |       |
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How many years have you been teaching English?

Give details of your teaching **experience** below:

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | Country | Organisation | Levels taught |
|       |       |       |       |
|       |       |       |       |
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What other relevant ELT experience have you had (e.g. giving/attending talks, seminars etc; responsibility posts, writing articles etc)?

Any other experience you think is worth mentioning?

**GENERAL EDUCATION**

Please supply details of secondary and tertiary education

**OTHER INFORMATION**

How did you hear about the Course at LTTB?

**Emergency contact number**

Please provide a contact person and phone number, just in case of an emergency during the course. Include the international dialing code.

Relationship:

[ ]  parent | [ ]  member of family | [ ]  friend | [ ]  other      | Tel. Number

**Accommodation**

Will you need help with accommodation for the duration of the course? Yes [ ]  | No [ ]

**ACCEPTANCE OF CONDITIONS**

The undersigned, whose information appears above, requests to be admitted on the above course at Language Teacher Training in Belgium. and undertakes to pay the course fees that appear in the current price brochure/on our website, in the form and terms indicated. The undersigned also declares to accept and adhere to the conditions of enrolment, particularly those referring to cancellations and refunds as well as those specified in the school’s internal regulations.

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \* Date**

**DATA PROTECTION POLICY**

We manage the personal information you provide us in order to provide you with the services requested and issue invoices as and when appropriate. Your data will be kept as long as the commercial relationship is maintained, or during the time necessary to comply with any legal obligations. You have the right to obtain confirmation that we are managing your personal data. You also have the right to access your personal data, correct any inaccurate data or request its deletion when the data is no longer needed.

Company responsible: **Language Teacher Training Belgium, Rue de l’Association 42, 1000 Brussels, Belgium** **– E-mail:** **info@lttb.eu**

[ ]  **I accept the Data Protection Policy**

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \* Date**

*\*If your course is here in Brussels we’ll ask you to sign this on arrival.*■ **PRE-COURSE TASK**

**Please write a short text (no more than approximately 300 words) on why you want to do this course/these two courses).**

*Write your answer here:*

**SENDING YOUR APPLICATION**

Please return this form by email, as a Word document, to info@lttb.eu.