



2004年度記入サンプル例

Application form for admission to the Diploma in Practical English Teaching
/ MA (TESOL) 希望コースにアンダーラインを入れる。
Year of Entry: 2004 受講年度を記入。

<p>姓 Surname <u>Nakamura</u></p> <p>名 Other Names (in full) <u>Takako</u></p> <p>Male/Female <u>Female</u></p> <p>旧姓 Former Surname (if applicable) <u>N/A</u> ない場合は N/A</p> <p>生年月日 Date of Birth <u>12th October, 1956</u></p> <p>学費負担者 Who will pay your fees? <u>Myself</u></p> <p>国籍 Nationality <u>Japanese</u></p>	<p>現住所 Permanent Address</p> <p><u>1-8-7, Oshima,</u></p> <p><u>Amagasaki-shi</u></p> <p><u>Hyogo, Japan</u></p> <p>郵便番号 Post Code <u>661-0076</u></p> <p>電話 Telephone <u>06-6123-1234</u></p> <p>メールアドレス E-mail: <u>Mymt@diploma.or.jp</u></p>
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Please name two referees to whom University College, Chichester may write concerning your application: 推薦人に了解のうえ氏名・住所をご記入ください。

推薦人は家族以外の方で受講者の人物を推薦できる方で学費の保証人ではありません。

1.Name Ms. Rozanna Johnson

Address 2-8-2 Osaki, Shinagawa-ku, Tokyo, Japan 〒141-0032

2.Name Mr. Sadaaki Kishigami

Address 1-2-1 Uemachi, Chuo-ku, Osaka, Japan 〒540-0005

Education and Training (from 11 years) 中学卒業より記入してください。

Name of Institution Full or Part time Dates Qualifications gained

Kosai Elementary School Osaka, Japan	Full Time	4/62 – 3/68	Diploma
Osaka Jyogakuin Junior High School Osaka, Japan	Full Time	4/68 – 3/71	Diploma
Osaka Jyogakuin Senior High School Osaka, Japan	Full Time	4/71 – 3/74	Diploma
Kansai College of English Literature Osaka, Japan	Full Time	4/74 – 3/78	BA
Higher English Education In English Language Course	Part Time	7/90 – 8/90	Certificate
Language Learning Institute Of Language & International communication	Part Time	10/96	Certificate for Teaching ESL
Osaka YMCA and Temple University Japan	Part Time	9/01 – 12/01	Completion of Academic Writing Course

English Language Qualifications e.g., IELTS, TOEFL, Cambridge Certificate

<u>Dates</u>	<u>Qualifications gained</u>	<u>Level</u>	
19th October, 2003	TOEFL	260 (TWE5.0)	TOEFL の場合
30 th November, 2002	Eiken Step Test	first grade	英検の場合
1 st April, 1999	Cambridge Step Test	First Grade	

* 英語能力試験のスコアをご記入ください。

* 英語教員資格等も記入可能です。

Please include copies of all relevant certificates

Present Post (if applicable)

現在の学校等の勤務先をご記入ください。
 (* ない場合は記入する必要はありません。)

English Teacher, Manager

Name and Address of Employer

Osaka YMCA International Language Center
 4-11 Tosabori, Kita-ku,
 Osaka-shi

Post Code

545-0082

Telephone Number

06-6123-1234

Date of Appointment

4/90 – Present 採用年月日

Status and short statement of duties

業務内容等を簡単に記入してください。

- Full time English instructor for adults and children.
 - Is involved in teachers' and office staff meeting.
 - Helps create the yearly program and events.
 - Participates in all school events and activities.
- Children's program co-ordinator.
 - Designs the curriculum for children's program.
 - Creates materials for children's classes.
 - Evaluates students, decides their level and assigns their appropriate class.
 - Conducts open classes for new students.
 - Provides parent counselling.
- Workshops
 - Designed workshops in listening, pronunciation and grammar.
 - Sponsored a workshop for elementary school teachers.

Previous Employment (if applicable)

過去の職歴をご記入ください。ない場合は未記入

Employer	Address	Nature of Appointment	Dates
Nova English conversational School Japan		Teachers assistant Full time	3/80-3/81
English Center for tutors		Private Lessons	4/81 – 3/87
Geos Language School;		English Instructor Osaka branch office Part time	3/87 to 3/90
YMCA International Language Center		English Instructor	3/90 to present

Candidate's Statement (500-750 words) 志望動機・資格学位取得の目的等を 500 ~ 750
ワードでご記入ください。別紙 A 4 サイズで添付も可能です。

Use this space to write a statement in English about why you wish to take the Diploma, including any other information which appears relevant and including relevant courses and/or prior learning experiences completed but not referred to elsewhere on this form. You should also include here any health or personal factors which you deem should be known to UCC when considering your application.

You may write your statement on a separate sheet if you wish.

I have been interested in teaching English language and conversation to adults and children as a tool to communicate with people in different countries.

Since I have studied in the department English Literature and obtained BA in the field, I have started to be interested in learning English more. I became English teacher myself after getting BA in the college. From then on, I have been taking Teaching English related courses to upgrade my ability in teaching English.

Nowadays, public schools in Japan are in need of good English teachers who should know how to pass onto the teacher's knowledge and experience for teaching appropriately and practically for their students with easy to understand way. The methods of teaching English is revised for better. Therefore, we, English teachers have to catch up to the new advanced teaching methods that the colleges in abroad have.

With this programme you offer, I will be able to gain the new teaching methods for teaching English and obtain Diploma in the Practical English Teaching course.

Also, after successful completion of this Practical English Teaching course, I am going to aim at Masters of Art Degree in English, if possible. I would like to study English more deeply and accurately for my future career opportunity.

(** To be continued to the separate sheet attached.)

I certify that all the above entries are, to the best of my knowledge and belief, correct, and I undertake, if admitted, to observe the regulations of University College, Chichester.

* プリントアウト(印刷)して下記に署名サインと日付を記入してください。

* 英文願書は必要添付書類(英語能力証明書・大学卒業証明書)を同封し事務局へ送付してください。送付先: 〒530-0013 大阪市北区茶屋町2-30-5F

CHICHESTER 大学事務局

Signature _____

Date _____

The completed form should be returned to:

**Mr S Hoshiya
International Diploma Council
St Paul's Church Bldg 5F
30-2 Chayamachi Kitaku
Osaka
JAPAN 530-0013**

or

UK Address
**Professor S. Corcoran
University College Chichester
Bognor Regis Campus
The Dome
Upper Bognor Road
Bognor Regis
West Sussex PO21 1HR
UK**

Applicants should note that University College, Chichester is not obliged to provide explanations as to the reasons for accepting or rejecting any particular application.

CONFIDENTIALITY: University College, Chichester will treat applications in the strictest confidence, and the information given will be used only for the following purposes:

- a) to enable UCC to give full and proper consideration to applicants, and
- b) for the compilation of essential statistics

In accordance with the provisions of the 1984 Data Protection Act, no statistical or other information which could identify any individual applicant will be published or otherwise communicated to any other agency.



Application form for admission to the **Diploma in Practical English Teaching**

Year of Entry: 20__

Title (Mr/Miss/Mrs/Ms) _____	Permanent Address _____
Surname (Family Name) _____	_____
Other Names (in full) _____ _____	_____
Male/Female _____	_____
Former Surname (if applicable) _____ _____	Post Code _____
Date of Birth _____	Telephone _____
Nationality _____	E-mail: _____
	Do you have a disability/special needs? Yes/No _____ If so, please give details _____
	Have you been convicted of a criminal offence? Yes/No _____

Please supply two academic referees, to whom the University of Chichester may contact concerning your application:

1. Name
Address

E-mail:

2. Name
Address

E-mail:

Education and Training (from 11 years)

Name of Institution Full or Part time Dates Qualifications Achieved

English Language Qualifications e.g., IELTS, TOEFL, TOEIC, EIKEN, Cambridge Certificate

Date Taken Qualifications gained Level/Score

Please include copies of all relevant certificates

Present Post (if applicable)

Name and Address of Employer

Post Code

Telephone Number

Date of Appointment

Status and short statement of duties

Previous Employment (if applicable)

Employer

Address

Nature of Appointment

Dates

Candidate's Personal Statement (500-750 words)

Use this space to write a statement in English about why you wish to take the Diploma, including any other information which appears relevant and including relevant courses and/or prior learning experiences completed but not referred to elsewhere on this form. You should also include here any health or personal factors which you deem should be known to UoC when considering your application.

You may write your statement on a separate sheet if you wish.

How did you hear about the course?

I certify that the foregoing information is correct and I understand that any false or misleading statement made on this form, or failure to disclose information relevant to this application may result in my application being rejected/registration being terminated and/or may lead to legal proceedings. I agree to supply any information that I am asked for, in relation to this application. I understand that this information will be treated in confidence. I understand that the University's administration of applications is registered under the Data Protection Act and that personal information which I have declared will be stored on computer and may be verified against other information which I have passed on to other public bodies.

Signature _____

Date _____

Please return this completed form together with your Personal Statement, copies of transcripts/certificates, two recent passport size photographs of yourself to:

Mr S Hoshiya
International Diploma Council
St Paul's Church Bldg 5F
30-2 Chayamachi Kitaku
Osaka
JAPAN 530-0013

or

UK Address
Professor Stephen Corcoran
University of Chichester
Bognor Regis Campus
The Dome
Upper Bognor Road
Bognor Regis
West Sussex PO21 1HR
UK