



## COURSE INFORMATION 2027

<b>C419</b>	<b>Specialist Certificate in the Professional Development of Teacher Leaders/Supervisors</b>	<b>27 Apr 2027 - 14 May 2027</b>
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**(Important: This document should be read by all applicants prior to completing the application form for admission)**

### Course Overview

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<b>Rationale</b>	<ul style="list-style-type: none"> <li>▪ In most educational contexts, teacher leaders, staff developers, level heads and heads of language departments are often drawn from the ranks of senior or experienced teachers and thrust into the job of developing others with themselves having little professional knowledge of how language teacher professional development programmes, and supervision of in-service teachers should be managed.</li> <li>▪ This course is meant for teacher leaders, staff developers, level heads, heads of language departments, or supervisors who are engaged in the planning of language teacher professional development programmes or/and in the supervision of in-service language teachers at their institutions. Experienced classroom teachers who aspire to be teacher leaders, staff developers, level/department heads or supervisors may find the course beneficial for their career progression and development.</li> </ul>
<b>Duration</b>	3 weeks (54 hours)
<b>Expected Learning Outcomes</b>	<p>At the end of the course, participants will be able to:</p> <ul style="list-style-type: none"> <li>▪ explore and apply various models and practices in the continuing, or continuous, professional development of in-service teachers/educators</li> <li>▪ guide, lead or/and train teachers in their Professional Learning and Development (PLD)</li> <li>▪ understand and play various roles to mentor, coach or/and supervise teachers or educators for better work performance</li> </ul>
<b>Course Components</b>	<ul style="list-style-type: none"> <li>▪ From Teacher to Teacher Leader</li> <li>▪ From Teacher to Trainer</li> <li>▪ From Teacher to Supervisor</li> </ul>

<b>Delivery</b>	The training strategies used on this course are collaborative and interactive. They include topical seminars, task-based workshops, role plays and discussions.
<b>Assessment</b>	<ul style="list-style-type: none"> <li>▪ Assignments</li> </ul>

## Course Requirements

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To complete the course successfully, a candidate must:

- a) Satisfy class attendance requirements;
- b) Attain a satisfactory standard in required course work; and
- c) Complete all assignments.

A course participant whose progress has not been satisfactory may be required to terminate his/her candidature.

## Course Award

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The course will lead to the award of a Specialist Certificate on the Professional Development of Teacher Leaders/Supervisors.

## Entry Requirements

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The requirements for admission to the course are:

- a) An approved Bachelor's degree (or equivalent qualifications) in Linguistics, English Language, TESOL or Education;
- b) At least two years of teaching experience preference will be given to candidates who are staff developers, teacher leaders (i.e. senior teachers/master teachers) or supervisors or heads of department; and
- c) Minimum English language proficiency of B1 (CEFR) or its equivalent.

## IT Requirements

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As some of the lesson components require you to be online, participants must ensure that they have the following:

- Desktop/Notebook PC (Windows OS/Mac OS) with an internet browser
- Stable internet connection
- Webcam
- Word processing software to type documents and create presentations (e.g. Microsoft Office or Open Office)

## Application

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Interested applicants must submit the following documents:

- RELC Application Form (completed and endorsed)
- Officially certified copies of certificates of degrees/diplomas
- Officially certified copies of transcripts.

Where a transcript is in a language other than English, it should be accompanied by a certified translation into English.

(In the absence of a transcript, a certified statement on the degrees/academic qualifications achieved with a listing of subjects studied and subject examination results is required.)

- Officially certified copies of current/valid IELTS, TOEFL, or other valid test results
- RELC Health Declaration and Medical Examination Form\*

\* Note: Only applicable to applicants not residing in Singapore.