



UNIVERSIDAD DE JAÉN  
*Centro de Estudios Avanzados en Lenguas Modernas*

## **TEACHING PRACTICE PROGRAMME FOR INTERNATIONAL STUDENTS**

### **PURPOSE**

The Centre for Advanced Studies in Modern Languages (**CEALM**), in cooperation with the **Vicerrectorate of Internationalization**, wishes to integrate incoming international students to its foreign language courses as **Conversation Assistants** participating in its foreign language classes under the supervision and guidance of **CEALM** teachers. The Teaching Practice Programme will benefit both the Spanish students taking language courses, who will have the opportunity to talk and interact with native speakers of the language they are studying, and international candidate students, who will become acquainted with the teaching-learning environment and practices of a Spanish university language centre. Participants need not have any previous training or practice in teaching.

### **ACTIVITIES**

The *Teaching Practice Programme* is offered twice per academic year: from September to December and from February to May (first and second semesters).

- **First half of the programme**, the conversation assistants will accompany the teacher(s) to their classes and observe their teaching practice and working routines. They will attend classes of two or three different levels (from beginner to advanced classes; A1 to C2 in the *Common European Reference Framework for Languages*).
- **Second half of the programme**, the conversation assistants will be given greater autonomy and actually co-teach the foreign language. Under their teacher-tutor's direct supervision, they will be responsible for conducting a number of different spoken activities with the students.

### **ACADEMIC ASPECTS**

Participation in the *Teaching Practice Programme* involves attending 60 class hours in total. These 60 hours may be distributed in two ways: the conversation assistants may attend and participate in classes 4 hours per weeks, or else they may attend a greater number of hours per week and consequently finish the programme in fewer weeks.

After completion of the *Teaching Practice Programme*, the students will be awarded a Certificate issued by the CEALM stating:

- the name of the programme;
- the number of hours the student has attended classes and conducted activities autonomously;
- the type of activities engaged in; and
- the number of ECTS credits (maximum 6).



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## FINANCIAL ASPECTS

Participation in the *Teaching Practice Programme* does not imply a working relationship with the CEALM or the UJA, but a complementary voluntary learning activity that is part of their academic stay at the UJA. However, it is a remunerated activity: after completion of the *Teaching Practice Programme*, participants will be rewarded with €150 per month (€450 in all). Should the assistant fail to attend some of the sessions scheduled, this amount will be reduced proportionately.

## APPLICATION PROCEDURE

Number of candidates admitted:

- Semester 1 (September-January): 3 candidates.
- Semester 2 (January-July): 7 candidates.

### Procedure:

- **Vicerrectorate of Internationalization.** The Vicerrectorate will send a list of prospective assistants and their CVs to the CEALM for selection.
- **CEALM.** The Coordinator for Foreign Languages of the CEALM will email the chosen candidates to arrange a meeting with them. Selection will be based on their profiles. Once accepted they will be assigned a tutor and a schedule of classes to attend will be established so that it does not conflict with their regular academic activities or courses.