



## Form T101 APPLICATION FOR LISTING OF TESOL COURSE

All documentation must be complete before applications for listing will be considered.

### PLEASE COMPLETE ALL FIELDS

**Name of Legal Entity (Provider)** making this submission

**Trading/Business Name of Legal Entity**

**Course Name**

**Course Level**

(refer to [Australian Qualifications Framework](#))

**Approving/Accrediting/Awarding Authority for Course**

**Course Website**

**Email Address for Course Enquiries**

**Course Delivery** (Select all applicable)

Full-time	Face-to-face	Online
Part-time	Distance	Blended

**Minimum Course Duration**

**Location(s) at which Course is Delivered**

**Indicate category/categories for which listing is sought**

(Click on relevant category to view minimum requirements)

[Academic Managers](#)

[Teachers in NEAS accredited ELT centres](#)

[AMEP teachers](#)

### ATTACHMENTS TO ACCOMPANY THIS FORM

Sample promotional material for this course

Sample copy of testamur/award given on successful completion of course

Evidence that the provider has permission to use the course (if the provider is not the owner)

### SUBMISSION OF DOCUMENTS

Email completed form and attachments to:

[neas@neas.org.au](mailto:neas@neas.org.au)

NEAS

ABN 29 003 980 667

Level 2, 189 Miller St, North Sydney NSW 2060

T (02) 9954 6077 E [neas@neas.org.au](mailto:neas@neas.org.au) W [neas.org.au](http://neas.org.au)

**CONFIDENTIALITY:** The information contained in this submission remains confidential to the Directors and Staff of NEAS and to individual NEAS Quality Assessors and members of the Quality Endorsement Committee who are under contract of confidentiality to NEAS. The information may also be made available to governments.

### DECLARATION

The Provider:

1. warrants that:

(a) the information provided in the form is accurate; and

(b) the course meets the [requirements of NEAS](#) in relation to TESOL courses;

2. acknowledges that the listing of the course by NEAS does not mean that the course has been accredited by NEAS;

3. agrees that if any changes are proposed to the course it will give NEAS at least 14 days' notice; and

4. acknowledges that NEAS may remove the listing for the course at any time if the information provided is incorrect or if the course changes and in neither case will NEAS give a refund of fees.

**Name and position of person authorised to sign on behalf of Provider**

**Signature**

**Date**