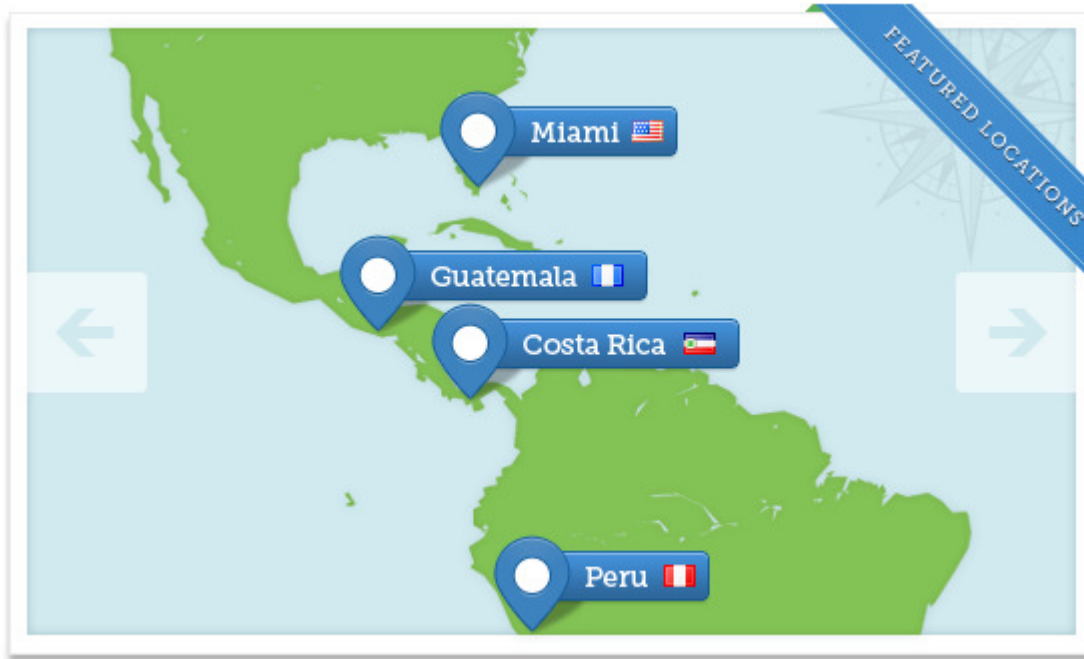




MÁXIMO NIVEL



TEFL/TESOL CERTIFICATION PROGRAM 2011

Cusco, Peru
San Jose, Costa Rica
La Antigua, Guatemala
Miami, Florida

For those who live it!



About Máximo Nivel / Máximum Level

Máximum Level was founded as an intensive language institute, and over time has developed its world class expertise in teacher training and language immersion. Máximum Level has grown rapidly since its inception in 2003 and now offers its original Native English Program, Native Spanish Program, international volunteer and internship programs, and our flagship TEFL/TESOL Certification program in Peru, Costa Rica, and Guatemala. Our success is based on our commitment to quality and to providing the highest level of service possible.

Máximum Level provides a safe and organized environment for aspiring ESL teachers to study and teach in Peru, Costa Rica, and Guatemala – three of the most diverse countries in the world. Throughout your TEFL/TESOL Certification Program you will have the support and guidance of our experienced TEFL Trainers and international staff – they will be your support team and will provide you with 24-hour assistance.

Máximum Level hosts between 5 to 25 TEFL/TESOL participants each month. This combined with our other programs – Native English Program, Native Spanish Program, and International Volunteer & Internship Program – means that you will join a lively atmosphere filled with lots of opportunity for cultural exchange and opportunities to make friends from all over the world.

Facilities

Máximum Level's offices have been designed with the needs of our clients and staff in mind. Every location provides modern computers, high-speed Internet connections including office-wide WIFI access, and a snack bar where every morning the coffee and tea are piping hot and FREE.

Every classroom is equipped with comfortable chairs, an oversized whiteboard, and a cassette and CD player. The common areas have international cable and/or satellite service connected to high definition TVs.

Note: Even though you will find our facilities very well-equipped, we strongly recommend you bring a laptop computer as this makes Internet access even easier and more convenient.

Other Programs @ Máximum Level

NATIVE SPANISH PROGRAM

We offer the most intensive and professional Spanish programs available. Whether you want to boost your standing at university, add to your career skills, or put your world travels on the fast track, we have a Spanish course and a certified, native, Spanish teacher for you.

Via our optional Tandem Conversation Program, our Spanish clients can join free conversation practice when we team them up with local residents who are studying in our intensive English programs.

VOLUNTEER & INTERNSHIP PROGRAM

Máximo Nivel offers volunteer and internship projects in Peru, Costa Rica, and Guatemala. These projects provide the unique opportunity to live and work in Latin America while experiencing the countries' rich cultural diversity and building your proficiency in Spanish. Through the various project opportunities you are able to make a contribution to global society while at the same time bettering yourself.

Projects offer opportunities for international travelers and students to help out, develop skills and even undertake in-depth study of a particular area in an international setting. Volunteer and internship opportunities include: Childcare, Healthcare, Environment & Conservation, International Business, Teaching English, Construction, Not-for-profit/NGOs, Social issues (Poverty, religion, etc.)

ADVENTURE & CULTURE PROGRAM

To complement our international study and volunteer programs, Máximo Nivel offers a number of travel and adventure options. The Travel & Study, Mini Adventure, and Full Adventure programs are led by licensed, experienced guides, all of whom speak both Spanish and English. These programs are specifically designed to provide participants with short, intensive experiences in Peru, Costa Rica, and Guatemala – combining intensive language study with 1-3 weeks of travel and tourism. These programs can be easily extended for people who want to spend more time in-country or who want to spend time in Latin America.

NATIVE ENGLISH PROGRAM

Máximo Nivel is an accredited English institute and provides both onsite and offsite English classes to Peruvians, Costa Ricans, and Guatemalans. Our English programs range from general English to Business English, and international exam preparation for tests like the TOEFL, Cambridge, and IELTS. We don't just teach you how to be an ESL teacher, we make sure you're trained within a real English language institute where you get to practice teaching real learners.

TEFL/TESOL Certification

The Máximo Level TEFL/TESOL Certification program is your first step toward more travel, more adventure, and better prospects as an English teacher. As an **accredited TEFL/TESOL course provider** we offer comprehensive training, a professional, supportive, and fun environment, and unparalleled career and job-finding assistance.

Máximo Level's courses meet the highest standards and equip you with the necessary tools to succeed in your professional teaching endeavors. Following the TEFL/TESOL course you will be able to confidently teach English as a foreign language to both adult and young learners in both monolingual and multilingual learning environments, and be able to manage large groups and one-to-one classes.

The optional add-on courses – **Certification in Teaching Business English** and **Certification in Teaching International English Exam Preparation** – will allow you to use and adapt a number of different methodologies to teach Business English, and to provide exam preparation classes for international exams including TOEFL, IELTS, and Cambridge tests. These skills are increasingly in demand in the international market as English continues to dominate international education and commerce.

The certification in Teaching English as a Foreign Language (TEFL) or Teaching English to Speakers of other Languages (TESOL) is recognized worldwide as a teaching qualification for teachers of English as a second language (ESL), and it is now a prerequisite to teach at the best English schools. Máximo Level's TEFL/TESOL Certification program will show you how to effectively teach English to non-native speakers, and will equip you with the tools and practical experience needed to be successful in the ESL classroom. When you finish the TEFL/TESOL course, you will have a thorough grounding in both the theoretical and practical concepts required to teach English internationally.

What makes the Máximo Level TEFL/TESOL Program so good?

- Intensive 150-Hour TEFL/TESOL course in three of the world's most amazing cities – Cusco, Peru, San Jose, Costa Rica, and La Antigua, Guatemala.
- 25 hours of practical teaching and observation – the longest practical module in the industry.
- Highly qualified and experienced TEFL/TESOL teacher trainers.
- Lifetime TEFL/TESOL career assistance and professional references.
- Assistance with your accommodation in Peru, Costa Rica, and Guatemala.
- Our executive team will assist you with everything you need to know about studying in Latin America, as well as teaching English internationally.
- Máximo Level is a dynamic, fast-growing organization, which is strongly committed to high quality TEFL/TESOL training.

The TEFL/TESOL Program Includes:

- Official TEFL/TESOL Certification
- Letter of recommendation
- Lifetime job-finding assistance
- Open 7 days a week, including holidays
- Free access to high-speed Internet and computers
- Office-wide WIFI access
- Free Salsa lessons
- Monthly International Party with open bar
- Free city tour
- Emergency contact number 24/7
- A toll-free emergency hotline in the U.S.

We Take Good Care of You

Máximo Nivel offers you a wide range of services to help make sure your program is both comfortable and enjoyable. We advise you on what to bring for your trip; what airlines to fly; what type of accommodation best suits you; how much money you need to bring; visa requirements (if any); and all of the ins and outs of day-to-day life in Peru, Costa Rica, and Guatemala.

From the moment you arrive, we put all of our efforts into making your stay enjoyable. We meet you at the airport and take you to your family-stay or other accommodation. We provide you with all the information you need regarding cash machines, shopping, trekking, sightseeing, and nightlife.

Every month our international program participants are invited to our monthly International Party including open bar and salsa dancing!

Every program participant is provided with an emergency telephone number to reach a member of the executive team 24 hours a day 7 days a week.

Accreditation

As an internationally accredited institute, Máximo Nivel must adhere to strict codes of practice and maintain the highest professional standards.

Accreditation by an external educational body is vital if you wish to receive a certification that is recognized worldwide.

Our programs are accredited by the Peruvian Ministry of Education and by the Guatemalan Ministry of Education. As well, Máximo Nivel maintains close ties with colleges and universities in the United States, Costa Rica, and Guatemala. We work with Brookhaven College in the United States, Universidad Juan Pablo II in Costa Rica, and the Universidad Rural in Guatemala in order to help provide university credit for our programs.

Wherever you decide to teach English in the world - in Latin America, Asia, United States, Canada, Europe, Middle East, Africa - Máximo Nivel guarantees that your TEFL/TESOL certification will be recognized worldwide.



Beware of Unaccredited Courses!

Certificates from unaccredited programs do not carry the same weight as those that are recognized on an international level. Be sure that the course you attend is accredited by an officially recognized accrediting agency.

The TEFL/TESOL Course

ESL teaching is an increasingly competitive field where having the right TEFL/TESOL training and certification makes a significant difference in terms of how you are viewed as a teaching professional. As well, the number of ESL career paths is increasing, ranging from ESL Teacher, University Lecturer, ESP Teacher, Director of Studies, Language Center Manager, etc. Therefore, having the right credentials is correspondingly important.

4-Week/150-Hour Certification Course

The onsite certification program is designed for people who want a professional, accredited certification to teach English anywhere in the world. The 4-week/150-hour program includes 100 hours of classroom instruction and 25 hours of practical teaching and observation and an additional 25 hours of required self-study and research outside of the classroom.

The onsite course is characterized by extremely high academic content and also includes an excellent practical teaching component. The overall aim of the course is to provide you with a professional graduate-level TESOL/TEFL course, including a balance between the theory and methodology of ESL. The onsite course is geared toward people who prefer dynamic classroom interaction with other course participants and the experience and insight that our onsite trainers provide

Certification

Upon completion of the TEFL/TESOL Certification program, graduates receive the Máximo Level TEFL/TESOL Certificate. As well, all participants receive a personalized recommendation letter from the Executive Director of Máximo Level, which can be included with your resume/CV as an employment reference when applying for teaching positions anywhere in the world.

Required Books

If you choose, you can pre-purchase your books in your home country before arriving in Peru, Costa Rica, or Guatemala. The required texts for the TEFL/TESOL Certification program are:

- How to Teach English, by Jeremy Harmer
- Understanding & Using English Grammar, by Betty Schramper Azar
- TEFL/TESOL Certification Manual, Edited by Ken Jones (available only at Máximo Nivel)

Accelerated-Hybrid TEFL/TESOL Certification Program

The Accelerated-Hybrid program combines components from the onsite and online programs. Participants self-study the first half of the course with a tutor via email and 7 hours of included tutoring via Skype, then they join the onsite certification program for the final 2 weeks including the methodology modules and the practical teaching module. The Accelerated-Hybrid program is best for people who aren't able to attend the full 4-week program. The online/distance modules are generally completed in 1-3 months based on how program participants pace themselves.

TEFL/TESOL Certification Program—Online/Distance Option

This is NOT your ordinary online TEFL program! All other online TEFL/TESOL courses simply concentrate on ESL theory, which means you miss the interaction with your TEFL trainer and the all important practical teaching component. However, with Máximo Nivel's online/distance option, not only do you get all the theory, but you get to discuss and talk about it with your trainer via 15 hours of included tutoring via Skype. And most importantly, you teach six 1-hour lessons with a live English student.

Course Modules

The TEFL/TESOL Certification program is a 150-hour 12-Module course that provides you with an important set of competencies required to teach English in foreign countries.

TEFL/TESOL COURSE	
Module 1	Learning and Teaching Theory
Module 2	Lesson Planning
Module 3	Class Management
Module 4	Critical ESL Teaching Techniques
Module 5	English Grammar Review, Part 1
Module 6	English Grammar Review, Part 2
Module 7	Teaching Grammar
Module 8	Teaching Vocabulary
Module 9	Teaching Productive Skills (Speaking and Writing)
Module 10	Teaching Receptive Skills (Reading and Listening)
Module 11	Assessing & Testing Learners
Module 12	Using Games, Drama, and Role Play to Teach English
PLUS	Special introduction to international English exams: TOEFL, Cambridge, Michigan, and IELTS.

Additional Certification Courses

TEACHING ENGLISH FOR INTERNATIONAL BUSINESS

The TEIB Certificate is a supplementary credential for English teachers who already hold at least a TEFL/TESOL certificate. Around the world, there is an increasing demand for qualified Business English teachers, which makes this qualification a very attractive asset on any applicant's resume/CV. This course is offered as a 6-day/50-hour intensive add-on module to the TEFL/TESOL Certificate. Upon completion of the course, participants are awarded the Máximo Nivel Certificate in TEIB.

TEACHING INTERNATIONAL ENGLISH EXAM PREPARATION

International English exams like the TOEFL, Cambridge, IELTS, TOEIC and others play a vital role for international students who want to study in English-speaking countries, and for those who require certifications in English proficiency for their careers. However, these exams require professional preparation, and the number of English teachers with the required experience to train their students how to successfully take these exams is extremely limited. This unique qualification is a very attractive asset on any English teacher's resume/CV and provides the opportunity to earn better salaries. This course is offered as a 6-day/50-hour intensive add-on module to the TEFL/TESOL Certificate. Upon completion of the course, participants are awarded the Máximo Level Certificate in TIEEP.

TEFL/TESOL Instructors

Máximo Level's instructors and teacher-trainers are highly qualified ESL professionals with years of experience teaching ESL and training ESL teachers.

SABRINA WOLFE

Sabrina is both a successful artist and an accomplished business person. She holds a Bachelors in Fine Art and an MBA. Sabrina is TEFL certified, and has lived, worked, and traveled throughout Europe and the Middle East. She has logged more than 5,000 hours as an ESL teacher, 4,000 hours as a TEFL Trainer, and now heads TEFL/TESOL training in Peru.

IANI DE KOCK

Iani has a Masters Degree in Human Resource Management. She has worked extensively in both social research and teaching English as second language. Iani is TEFL certified and has worked and traveled all over the world, logging the majority of her 4,000 hours as an ESL teacher in Taiwan, South Korea and Nepal. Iani presently heads TEFL/TESOL training in Costa Rica.

PHIL RAYMOND

Phil was previously a law enforcement officer in the United Kingdom. He's traveled extensively and has taught ESL all over Latin America, with the majority of his experience being in Mexico and Peru. Phil has logged more than 3,000 hours as an ESL teacher, and he now helps lead TEFL/TESOL in both Costa Rica and Guatemala.

TOM KEARIN

Tom has a Bachelors in Accounting and an MBA in Finance; he is also a certified accountant (CPA) in the states of Massachusetts and Nevada. Tom is an ex-corporate executive turned ESL teacher and TEFL Trainer. He is TEFL certified and has logged more than 5,000 hours of ESL teaching and more than 4,000 hours as a TEFL Trainer. Presently, Tom is the General Manager of Máximo Level's office in Peru.

KEN JONES

Ken is the founder and Executive Director of Máximo Level. He has a Masters in Organizational Development and an MBA in International Business. He is TESOL certified and began teaching English as a hobby in 1998. He's taught ESL in South and Central America, and Europe. Ken has more than 10,000 hours of ESL teaching experience and an additional 3,000 hours in TEFL Training.

Course Dates & Costs – 2011

The following schedules and prices apply to Peru, Costa Rica, and Guatemala. When registering, please specify if you plan to study in our Peru, Costa Rica, or Guatemala office.

Onsite/150-Hour TEFL/TESOL

START DATE	END DATE
January 17	February 11
February 16	March 15
March 21	April 15
April 20	May 17
May 23	June 17
June 22	July 19
July 25	August 19
August 24	September 20
September 26	October 21
October 24	November 18
November 21	December 16

Accelerated/Hybrid TEFL/TESOL

START DATE	END DATE
January 31	February 11
February 28	March 11
April 4	April 15
May 2	May 13
June 6	June 17
July 4	July 15
August 8	August 19
September 5	September 16
October 10	October 21
November 7	November 18
December 5	December 16

Certification in Teaching English Exam Preparation

START DATE	END DATE
March 21	March 26
May 23	May 28
August 22	August 27
November 21	November 26

Certification in Teaching Business English

START DATE	END DATE
March 28	April 2
May 30	June 4
August 29	September 3
November 28	December 3

2010 Course Fees

Onsite 150-Hour TEFL/TESOL Certification	
Guatemala	\$1,400
Peru	\$1,600
Costa Rica	\$1,700
3 Required Books	\$120
Accelerated-Hybrid TEFL/TESOL Certification	
Guatemala	\$1,400
Peru	\$1,600
Costa Rica	\$1,700
3 Required Books	\$120
Distance/Online TEFL/TESOL Certification	
Tuition	\$595
Books & Materials	Included
Add-On Certifications Business English & Exam Preparation	
Tuition	\$500
Books & Materials	\$50

Housing & Accommodations (Private Rooms)

Prices below are based on private rooms. Discounts are available if you prefer to share a room. Please email us for shared room pricing at International@maximonivel.com.

	GUATEMALA	PERU	COSTA RICA
THE FAMILY HOUSE			
Weekly	n/a	\$140	n/a
4 Weeks	n/a	\$500	n/a
FAMILY-STAY/HOST FAMILY			
Weekly	\$145	\$145	\$175
4 Weeks	\$525	\$525	\$565
SHARED APARTMENT			
Weekly	\$100	\$76	\$140
4 Weeks	\$325	\$275	\$400
PRIVATE APARTMENT			
Weekly	\$155	\$140	\$200
4 Weeks	\$550	\$450	\$650
HOSTEL			
Weekly	\$210	\$245	\$315
4 Weeks	\$840	\$980	\$1,260
HOTEL			
Weekly	\$540	\$390	\$540
4 Weeks	\$2,520	\$1,820	\$2,520

Housing Options

The Family House (Peru only)

The Family House bed and breakfast offers accommodations similar to a traditional family-stay, but with more independence and privacy. Volunteers stay in shared rooms with one, two, or three other volunteers. Your stay includes breakfast, lunch, and dinner Monday through Sunday. Guests are given a key to their room and to the house and are free to come and go as they please. Laundry services are available for a small extra fee. The Family House is within walking distance (15-30 minutes) from Máximo Nivel's offices.

Traditional Family-Stay

Family-stays are all with pre-approved families and include breakfast, lunch, and dinner Monday through Sunday. All of our host families are middle-class and live in homes and areas that are attractive. Most family-stays include a shared room and shared bath. Many of the families have been hosting international travelers for years. Guests are given a key to the house and are free to come and go as they please, but they must respect the routine and rules of the family. All family-stays are within walking distance (10-30 minutes) or within a 5-15 minute bus or taxi ride from Máximo Nivel's offices.

Private Apartment

Our private apartments are all modern, very comfortable, and fully furnished. Apartments come with equipped kitchens including plates and utensils required to live comfortably and cook for yourself. All apartments are centrally located and are within easy walking distance or a short taxi ride to the Máximo Nivel's offices.

Shared Apartment

Like our private apartments, our shared apartments are all modern, comfortable, and fully furnished. Shared apartments all have 2 private bedrooms, though the bath is usually shared. The apartments are fully furnished with equipped kitchens including plates and utensils. All apartments are very centrally located and are within easy walking distance or a short taxi ride to the Máximo Nivel's offices.

Hostel

There are also many inexpensive hostels available and you may elect this option if you want to save money while still remaining 100% independent. Máximo Nivel works with several different hostels, all of them clean and safe with excellent service and amenities including TV rooms, 24-hour kitchens, and more. All hostel accommodations include private rooms with private bath. All hostels are a 5 to 15 minute walk from Máximo Nivel's offices.

Hotel (3-Star)

Cusco, San Jose, and La Antigua have a great deal to offer in terms of hotels, ranging from 1-star to 5-star accommodations. Máximo Nivel works with several 3-star hotels, which are modern and comfortable with all the necessary amenities plus breakfast included. All hotel rooms are private with a private bath. If you desire more luxurious accommodations please request the hotel option when you register.

Career Assistance

Opportunities in TEFL/TESOL

Demand for English teachers with accredited TEFL/TESOL qualifications is on the rise worldwide. Over the last 10 years the number of people wanting to learn English has increased tremendously. According to a recent study, two billion people - one-third of the entire human race - will start learning English within the next 10 years. This presents unlimited opportunities to teach and live all over the world!

Generally speaking, our TEFL/TESOL graduates do NOT have problems finding employment following the course. With our help, a well-written resume/CV, and a little effort on your part, you will have a job within 0 to 30 days after the end of the course.

Most importantly, Máximo Level offers you lifetime career support, which means that our executive team will be at your service before, during, and well after the course.

Job Guarantee

Máximo Level does not guarantee you a job after completion of the TEFL/TESOL course. However, you DO receive lifetime career assistance and we do our absolute best to help you in your job search. Experience shows that participants who put the effort into preparing a strong resume/CV and who are not afraid of *really looking* for work, usually find teaching positions within 0 to 30 days following the TEFL/TESOL course.

As well, Máximo Level makes 3-5 job offers to our TEFL/TESOL graduates every month!

Finding a Job

We believe a TEFL/TESOL program is incomplete without support in helping you launch your career. In fact, many of our clients successfully launch their ESL career even before completing the TEFL/TESOL course; therefore career support starts during the program and continues for as long as you require it.

What Support and Guidance You will Receive

Our executive team has had years of experience employing English teachers and our Executive Director is a former Director of Human Resources and an executive headhunter. In short, we are professionals that can make sure you find a job!

- Professional resume/CV preparation
- Lists of language schools in your preferred destination countries
- Internet sites and job boards specializing in ESL positions
- Introduction to our ESL recruitment partners
- Specific country information
- As a graduate from Máximo Level you have the right to use the institute as a professional reference for ALL future TEFL/TESOL job applications.

Frequently Asked Questions

Why do I need the TEFL/TESOL Certification?

Language teaching is a challenging job that not everyone can pick up naturally. It requires creativity, patience, and knowledge of language-learning theory and language-teaching techniques. Increasingly, simply knowing English is insufficient if you plan to teach English in South America, Central America, Asia, Europe, or anywhere else in the world. Schools and institutes are demanding qualifications, experience, and practical training in the methodology of teaching English. An accredited TEFL/TESOL certificate is now a prerequisite to teach at the best English schools.

What will I learn?

Máximo Nivel's TEFL/TESOL Certification program will show you how to effectively teach English to non-native speakers, and will equip you with the tools needed to be successful in the ESL classroom. You will come away from the TEFL/TESOL training with a thorough grounding in both the theoretical and practical concepts required to teach real-life language skills, including: Speaking, Reading, Writing, Listening, Grammar, Vocabulary, and Pronunciation.

The TEFL/TESOL Certification program is a 12-Module course that provides you with an important set of competencies required to effectively teach English in foreign countries.

TEFL/TESOL COURSE	
Module 1	Learning and Teaching Theory
Module 2	Lesson Planning
Module 3	Class Management
Module 4	Critical ESL Teaching Techniques
Module 5	English Grammar Review, Part 1
Module 6	English Grammar Review, Part 2
Module 7	Teaching Grammar
Module 8	Teaching Vocabulary
Module 9	Teaching Productive Skills (Speaking and Writing)
Module 10	Teaching Receptive Skills (Reading and Listening)
Module 11	Assessing & Testing Learners
Module 12	Using Games, Drama, and Role Play to Teach English
PLUS	Special introduction to international English exams: TOEFL, Cambridge, Michigan, and IELTS.

The most important and defining factor of the Máximo Level TEFL/TESOL Certification program is that it provides you with a full 25 hours of practical teaching experience - more than any other TEFL/TESOL program in the world. This is critical to making you a better teacher and will be looked upon very favorably by prospective employers.

How will I be assessed?

Participants in the TEFL/TESOL course are continually assessed. There are no written examinations, but there are 2 required academic papers and a professional portfolio. Class attendance is **required**. Final assessment is based on the following:

Class Participation -	20%
Student Teaching -	50%
Written Work and Portfolio -	20%
Lesson Plans -	10%

On completion of the course, successful candidates are awarded grades as follows:

- Pass/Excellent**
- Pass/Good**
- Pass/Satisfactory**
- Fail**

What pass rate do you have?

Even though it is an intensive and challenging course, the majority of our participants (around 95%) pass the TEFL/TESOL course. Overall, 60% are awarded a grade of **Pass/Good**, 5% receive a grade of **Pass/Excellent**, and 30% receive a grade of **Pass/Satisfactory**.

Does the TEFL/TESOL Certificate qualify me to teach English?

Yes. Your training will give you a major advantage over untrained teachers because you have declared your commitment to the field and to being a professional ESL teacher. Whether you want to work in South America, Central America, Asia, Europe, the Middle East, or anywhere else in the world, Máximo Level's TEFL/TESOL Certification will open doors to rewarding employment opportunities.

Are there really teaching jobs?

Yes, there are. The whole world wants to learn English. People everywhere, especially young people, are convinced that speaking English is their passport to a successful career. Worldwide, there are many more ESL jobs than there are native-speaking ESL teachers to fill them. Native English-speaking teachers are in high demand in every part of the world.

English teaching jobs can be found in every country and in virtually every region of the world – South America, Central America, Asia, Eastern/Central Europe, and Western Europe. There is also strong demand for professional instructors in English-speaking countries such as the U.S., UK, Australia, New Zealand, and South Africa.

Can I be considered for a teaching position with Máximo Level?

Yes. Máximo Level is a rapidly growing organization and we give preference to the top-performing participants in our TEFL/TESOL Certification program for employment at our executive language centers in Peru, Costa Rica, and Guatemala. Every month we make between 3-7 employment offers to our TEFL/TESOL graduates.

Can I make a real career out of TEFL/TESOL?

Yes. There are many opportunities for long-term permanent positions and even for advancement to Director of Studies and other administrative and executive positions. Other possibilities are teacher training and materials and curriculum development.

Is it necessary to speak a foreign language?

Máximo Level does NOT require a second language to study for the TEFL/TESOL Certification, or to teach English at our executive language center. And most other employers do not require you to speak any other language other than English. That said, some experience learning and speaking a foreign language will help you understand language in general and how people learn it.

Are there any age limits for TEFL/TESOL training?

You must be at least 18 years old to study for the TEFL/TESOL Certification at Máximo Level. You must be at least 21 years old to teach at Máximo Level. Generally speaking, ESL teachers range in age from 18 to 80, although it is more difficult to find employment if you are under 21 and over 50. Preferred age depends very much on the country, the culture, the school, and the type of students the school has; and legal requirements may also play a part. Some schools prefer more mature teachers, especially if their students are primarily business people. Others feel that younger teachers are more "dynamic" and "modern" in their approach. While still other countries are so desperate for teachers that age is irrelevant. Also, some countries will not issue a work visa for teachers over 45 years of age. The above all said, do not let the question of age put you off. With the Máximo Level TEFL/TESOL Certificate, you will undoubtedly find employment.

What if English is not my native language?

Máximo Level DOES permit non-native English speakers to enter the TEFL/TESOL course. However, you must provide proof of proficiency in English (i.e. TOEFL, IELTS, Michigan exams) and pass an oral interview before being accepted on to the course.

As well, Máximo Level offers a special weekend TEFL/TESOL Certification program for non-native English speakers. This course is 3 hours on Saturday and 3 hours on Sunday, and the course lasts 5 months – Please contact us for start dates.

Generally speaking, if you have a good TEFL/TESOL certificate, not being a native speaker should not be a major problem. However, non-native speakers may not be accepted in some countries - for example Korea requires that your passport be from a native English-speaking country. But in many other countries, your English fluency and TEFL/TESOL certification will be welcome additions to the teaching staff.

How quickly can I get the TEFL/TESOL certificate?

The Máximo Level TEFL/TESOL Certification program is 4 weeks long (150 total hours). Your certificate is awarded to you immediately following the course.

Note: There are many TEFL/TESOL courses offered online. Whereas there is undoubtedly value in the online courses, and you can receive your certificate in as little as 40 hours, employers will consider your certificate *far less seriously*. You should recognize that an important component of any serious TEFL/TESOL course is teaching practice with real students. That is why Máximo Level requires all of our TEFL/TESOL program participants to observe and teach a minimum of 25 hours prior to being certified.

Do I need a university degree?

Máximo Level does not require a college degree to enter our TEFL/TESOL Certification program. In most countries, the most important qualification is the TEFL/TESOL certificate itself. However, you might find some resistance by employers if you do not have at least a 2-year college degree. As well, especially in Asia and the Middle East, a work permit will not be granted if you do not have at least a bachelors degree. That said, with a TEFL/TESOL certificate, it is certainly possible to find work without a university degree, especially in South America and other developing regions.

Can my family come with me?

Máximo Level is happy to welcome you and your entire family to Peru, Costa Rica, and/or Guatemala. While you study, your family can study Spanish or enjoy tours and sightseeing. We are also happy to arrange special accommodations for families.

Do I have to get a work permit and residence visa?

Depending on where you are from you may or may not need a special visa. Most people, including those from the United States, Canada, Australia, New Zealand, and Europe, automatically receive a 90-day tourist visa when entering Costa Rica and Guatemala, and receive up to 183 days when entering Peru.

To work legally in a foreign country you need a work permit, with which you can then get a resident visa. That said, it is common practice for ESL teachers to work illegally in many parts of the world. Máximo Level's executive team will help you understand and navigate all the ins-and-outs and considerations in terms of work visas.

What about medical insurance?

Before you travel make sure that you are covered by medical insurance in case of accidents or emergencies. There are a number of companies specializing in international travel insurance. WorldNomads is one such company, and can be contacted via their website:

www.worldnomads.com/af.aspx?affiliate=maxniv&subid=&utm_source=maxniv&utm_medium=textlink&utm_campaign=easy_url

What Should I Bring?

The key to packing for a trip to Peru is to pack for a variety of conditions. The best way to deal with the extremes that Peru has to offer – the intense sun during the day, the cold mountain nights, and the heat and humidity of the Amazon Basin – is to dress using several layers.

The key to packing for Costa Rica and Guatemala is to prepare for a warm and sometimes humid climate. The coastal areas are steamy and hot with lots of sunshine; and San Jose and La Antigua are warm by day and cool by night with intermittent sunshine and rain.

SUGGESTED PACKING LIST – PERU

- Teaching clothes[†]
- Day pack
- Comfortable walking shoes
- Hiking boots
- 2 pairs of pants
- 2 T-shirts
- 2 long-sleeved shirt
- 1 pair of shorts
- Thermal underwear
- Fleece jacket
- Hat or cap
- Towel and personal bath kit
- Sun block, lip balm, sun glasses
- Camera

SUGGESTED PACKING LIST – COSTA RICA

- Teaching clothes[†]
- Day pack
- Comfortable walking shoes or hiking boots
- Sandals
- 2 pairs of pants (lightweight)
- 2 T-shirts
- 3 short-sleeved shirts
- 1 long-sleeved shirt
- 3 pairs of shorts and bathing suit
- Hat or cap
- Towel and personal bath kit
- Sun block, sun glasses
- Camera

SUGGESTED PACKING LIST – GUATEMALA

- Teaching clothes[†]
- Day pack
- Comfortable walking shoes or hiking boots
- Sandals
- 2 pairs of pants (lightweight)
- 2 T-shirts
- 3 short-sleeved shirts
- 1 long-sleeved shirt
- 3 pairs of shorts and bathing suit
- Hat or cap
- Towel and personal bath kit
- Sun block, sun glasses
- Camera

STUDY MATERIALS

- Laptop computer (if possible)
- Notebook and pen
- Spanish-English dictionary

How much extra money should I bring?

Extra money depends on your personal spending habits. You will likely want extra money for personal expenses, sight-seeing, souvenirs, etc. Generally speaking, we recommend bringing about \$ 250.00 (USD) per week, or just bring your credit card. Note, travelers checks in Peru, Costa Rica, and Guatemala tend to be problematic to use and are NOT recommended.

The best method for getting money is to simply use ATMs. Most banks in Latin America offer 24-hour ATM access.

Do I need a Visa to enter Peru, Costa Rica, and Guatemala?

Depending on where you are from you may or may not need a special visa. Most people, including those from the United States, Canada, Australia, New Zealand, and Europe, automatically receive a 90-day tourist visa when entering Costa Rica and Guatemala, and receive up to 183 days when entering Peru.

Will I have phone and Internet access?

Máximo Nivel's offices have international phone and fax service. As well, our clients and students have free access to our computer centers with high speed internet and WiFi connections; and all the computers run Windows and Microsoft Office. Access to our offices and Internet facilities are available 7 days a week.

What should I do in case of an emergency?

If there is an emergency, please contact Máximo Nivel immediately. If your family needs to reach you they can do so via the following numbers:

Máximo Nivel (Peru Office): +51 84 58 1800

Máximo Nivel (Costa Rica Office): +506 2253 9220

Máximo Nivel (Guatemala Office): +502 7932 1500

Máximo Nivel (USA Message Center): +1 877 433 4141

Is the water safe to drink?

Tap water in Peru and Guatemala is NOT safe for drinking, but water straight from the tap in Costa Rica IS safe to drink. Tap water can be purified by boiling it or adding purification tablets, such as *Micropur*, which can be purchased at most pharmacies. Generally speaking, bottled water is easy to buy in stores. Showering and brushing your teeth with water is rarely a problem.

Do I need vaccinations?

It is recommended that travelers to Peru, Costa Rica, and Guatemala have vaccinations for Hepatitis A and Tetanus. Typhoid and Yellow Fever are sometimes recommended, but are not necessary. Malaria is not a threat in Peru, Costa Rica, or Guatemala. Other immunizations may be necessary depending upon the circumstances of your project and personal medical history. You should visit a travel-health clinic or your physician at least four weeks before traveling.

Should I bring any medicine?

It is recommended that you bring medications for travelers' diarrhea. The best way to prevent traveler's diarrhea is to be careful of the food and water that you eat and drink. *Ciprofloxacin* (Cipro) or *Levofloxacin* (Levaquin) are good choices for treatment of traveler's diarrhea.

In Peru, *Acetazolamide* is the drug most often used to prevent altitude sickness. The usual dosage is 125 milligrams or 250 milligrams two or three times daily starting 24 hours before ascent, and continuing for 48 hours after reaching altitude.

See your physician for specific recommendations.

Are Peru, Costa Rica, and Guatemala safe countries?

Yes, and you can relax while you are here.

That said, it's still important to use common sense.

- Be careful if traveling on buses, as petty theft is common.
- Ask for a receipt when you store your backpack or luggage.
- Do NOT carry your passport or any credit cards and cash that you will not need.
- Use only registered taxis.
- Do not walk into unknown areas by yourself at night.
- Avoid any contact with drugs, as laws are very strict.

Contact Máximo Level

Please contact us with any questions.

We are dedicated to making your volunteer and travel experience a great intercultural experience.

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Payment Options

