

TESL Ontario Terms and Conditions for CTESOL Program Accreditation

1. The TESL Ontario accredited CTESOL training providers may use the TESL Ontario logo and statement of program accreditation (see below) on their promotional materials and websites. Also, accredited training providers may use the TESL Ontario statement of program accreditation (but not the TESL Ontario logo) on the certificates awarded to the program graduates. The TESL Ontario Statement of Program Accreditation is as follows:

"This CTESOL program is accredited by TESL Ontario."
2. Academic coordinators, practicum supervisors, theory instructors, and methodology instructors working for accredited CTESOL programs are certified/approved.
3. TESL Ontario reserves the right to perform visits and evaluations of both accredited CTESOL programs and programs being considered for CTESOL accreditation.
4. TESL Ontario reserves the right to arrange third party visits and evaluations of both accredited CTESOL programs and programs being considered for CTESOL accreditation.
5. TESL Ontario reserves the right to revoke CTESOL accreditation of a program if the program does not comply with the TESL Ontario CTESOL accreditation standards or CTESOL program accreditation terms and conditions.
6. CTESOL accreditation is for a period of 12 months as of the accreditation approval date or renewal approval date, after which continued TESL Ontario accreditation is contingent on the accredited training provider's submitting an annual report and paying the annual renewal fee on or before the specified due date.
7. If the required annual report and fee are not received on or before the due date, CTESOL accreditation of the program expires on the specified expiry date. Also, the CTESOL training provider's information is taken off the TESL Ontario website on the same date. To regain the CTESOL accreditation, the training provider will be required to submit a new application package.
8. Should CTESOL accreditation be granted to a training program, any subsequent changes including, but not limited to, changes in address/location, ownership, staff, staff assignments, curriculum, facilities, and practicum locations must be forwarded to TESL Ontario for approval 30 calendar days in advance of any changes. Failure to do so may result in CTESOL accreditation being revoked.

9. If a CTESOL program sets up another program in a new location, this is considered to be a new program and must apply for the TESL Ontario accreditation.
10. If the ownership of a CTESOL program changes, the program is considered to be a new program and must apply for the TESL Ontario accreditation as a new program.
11. All accredited CTESOL programs are listed on the TESL Ontario website.
12. Training providers applying for CTESOL accreditation or CTESOL accreditation renewal have the right to appeal TESL Ontario's decisions to the TESL Ontario Appeals Committee for an additional fee within 30 calendar days from the date TESL Ontario's decision is announced.
13. All information and documentation received from training providers are kept confidential by TESL Ontario.