



TEFL  
PROFESSIONAL  
DEVELOPMENT  
INSTITUTE

## Memorandum of Completion

### *120-Hour Teach English as a Foreign Language (TEFL) Certificate Course*

This Memorandum of Completion serves to confirm that the person stated below has completed our 120-Hour TEFL Certification Course with The **TEFL Professional Development Institute** and now qualifies to obtain a 120-Hour TEFL Certificate.

The 120-Hour TEFL Certification Course was successfully completed by:

**Sheikh Jeelani on 30 December 2021**

**Student Number: TEFL 024670**

The course prepares teachers to Teach English as a Foreign Language (TEFL). The course is 120-Hours in length and covers a range of theoretical and practical skills needed to teach in the modern TEFL classroom and online. The 120-Hour TEFL Certification Course was successfully completed with all units completed with the grade of **High Distinction**. Core 120-Hour TEFL units completed:

#### **120-Hour TEFL Course - Core Units completed**

- 01 Classroom Management
- 02 Learning Strategies
- 03 Teaching Methods
- 04 Lesson Planning
- 05 English Grammar
- 06 Contemporary Issues In English Language
- 07 Teaching Grammar
- 08 Teaching Vocabulary
- 09 Teaching Pronunciation
- 10 Young Learners
- 11 Adult Learners
- 12 Teaching Auditory Language Skills  
— Speaking & Listening
- 13 Teaching Literacy Skills  
— Reading & Writing
- 14 Learner Feedback & Development
- 15 Teaching Abroad
- 16 Pre-Exam Summary
- 17 Final Exam Questions

This Memorandum of Completion serves to confirm that the 120-Hour TEFL Course has been successfully completed and the above is now able to obtain the Digital and/or Hard-Copy 120-Hour TEFL Certificate.

*Memorandum of Completion issued by Authorised Director of Academic Studies,*

A handwritten signature in black ink, appearing to read 'Michael Christian'.

*Michael Christian*  
Director - Academic Studies  
**TEFL PDI**

**Email:** admin@theteflcertificate.com

*This Memorandum of Completion does not replace a 120-hour TEFL Certificate, and as such should not be used for completing formal applications, permit processing or in lieu of the 120-hour TEFL Certificate.*