

# Thailand TEFL Internship

## Pre-Departure Information

**Hello and welcome to your Thailand TEFL Internship with i-to-i TEFL and Nutty's Adventures!**

i-to-i TEFL have teamed up with Nutty's Adventures in Thailand, our trusted partners, to ensure you get the most from your internship. Nutty's Adventures are the experts when it comes to your internship in Thailand and they will ensure you have the most enjoyable and memorable experience during the trip!

### **How does the program work?**

i-to-i provides training before you go with our fantastic 120 Hour Online TEFL Course (if you aren't already TEFL qualified). Our Course has been expertly designed by our talented TEFL tutors to give you the best preparation for your first day in the classroom.

Your TEFL Internship is run exclusively by Nutty's Adventures and they know all there is to know about TEFLing in Thailand. Nutty's will deal with your placement schools, arrange your accommodation, organise your fun-packed orientation week and much, much more.

### **How do I get started?**

To get the ball rolling, you'll need to start sending your documentation to Nutty's Adventures so they can start putting preparations in place for your departure.

Here is a list of the documents that Nutty's will need from you before your trip. You can send these documents to [internship@nutty-adventures.com](mailto:internship@nutty-adventures.com) individually or all at once. All of these documents must be sent 30 days prior to departure, but the sooner you can send them the better.

- Your CV/resume and a photo of yourself (to introduce you to your school)
- Copy of your passport photo page
- Completed Personal Information Form
  - This includes: personal details, emergency contacts, student age preference, motivation statement and travelling status.
- Completed Travel Insurance Declaration
- Criminal record check (details in the Pre-Departure handbook)
- Book your flights to Bangkok Suvarnabhumi Airport (BKK) and send the full itinerary to [internship@nutty-adventures.com](mailto:internship@nutty-adventures.com) so that we can make arrangements to meet you at the airport on the arrival day
- Completed References Form
- Signed Provider Terms with Nutty's Adventures

If you have any further questions about the internship you can contact Nutty's Adventures on [internship@nutty-adventures.com](mailto:internship@nutty-adventures.com), Phone: +66 81 911 1584 or Skype: nutty.sales.

### **Now let's get TEFL qualified!**

Starting your Online TEFL Course is simple, follow the instructions on your confirmation email and work your way through our fantastic TEFL course. If you're already TEFL qualified, this section about the TEFL course doesn't apply to you.

You'll have 70 days/ 10 weeks to complete your 120 Hour Online Course from time of enrolment. However, if you require an extension, you may purchase one at any point as long as your course is completed by the deadline date given below.

If you need any assistance with your Online TEFL Course, please check our [Customer Queries page](#) where you'll also find our Customer Support Team contact details.

**What needs to be done by when?**

There are 3 deadlines that you'll need to keep in mind to ensure your place on the Internship is confirmed:

Final balance payment deadline (if applicable)	<b>90 days before arrival date</b>
Documentation deadline	<b>30 days before arrival date</b>
120 Hour Online Course completion deadline	<b>Before arrival date</b>

Congratulations on taking the first step on your TEFL adventure!

Happy TEFLing!