



CHICAGO

Information Packet

TEFL/TESOL



TABLE OF CONTENTS

1. Contact and Location Information
2. Course Details
3. Housing Options
4. Arrival Information
5. Packing List
6. Additional Activities
7. Student Affairs & Job Search Guidance
8. Map of ITA Location
9. CTA “L” Map
10. Parking Near ITA
11. Alumni Network



CONTACT & LOCATION INFORMATION

- **School Address:**

International TEFL Academy
916 W. Diversey Parkway
Chicago, IL 60614

- **Contact Details:**

International TEFL Academy – U.S.A.
Student Affairs Phone: 773-672-8462
Email: studentaffairs@InternationalTEFLAcademy.com

Office Phone: 773-634-9900
Website: www.InternationalTEFLAcademy.com

- **Transportation:**

International TEFL Academy is situated in an excellent location on the edge of the Lincoln Park and Lakeview neighborhoods very close to various methods of public transportation. CTA cards can be purchased to more easily ride the trains and buses.

Trains: “The L” as it is called here in Chicago, has a variety of lines that run throughout the city. ITA is located 1 block east of the *Brown Line Diversey* stop.

Bus: There are also multiple bus lines that run throughout Chicago. ITA is located very close to *lines 76-Diversey, 8-Halsted, 22-Clark, and 36-Broadway*.

Taxi: Taxis are readily and widely available throughout the city. This is a convenient however, expensive way to travel.

Please visit the CTA website for routes, maps, schedules, information on purchasing CTA cards, and more: <http://www.transitchicago.com/>

Chicago is also a very bicycle friendly city which can be a great means of getting around especially in the summer: <http://www.cityofchicago.org/city/en/depts/cdot/provdrs/bike.html>

COURSE DETAILS

- **Sample Weekly Calendar**

[International TEFL Academy Chicago Weekly Calendar](#)

-This calendar is subject to change

-Please note that Practicum days will vary for each TEFL student.

-Practicum observation will begin as early as the second day of class. Practicum teaching will begin as early as the second Monday of class. For more information, please refer to the [Practicum section](#) below.

- **Syllabus**

[International TEFL Academy Chicago Course Syllabus](#)

- **Pre-Course Tasks**

Be sure to complete the [Pre-Course Questionnaire](#) ASAP to provide us with some important information regarding your participation in this course.

- **First Day of Class**

TEFL students are expected to arrive at 9:15 am on the first day of class. Please arrive on time so orientation can begin promptly. Please note that our office does not open before 9:15 am.

- **Course Materials/Books**

Please be sure to purchase your course book a few weeks before the class begins. We do not sell the course book onsite.

- [Paperback or PDF](#)

The paperback version is highly recommended over the PDF.

It is also highly *recommended* but not required that TEFL students purchase the [Grammar Fundamentals for Teaching English as a Foreign Language](#) to use throughout their TEFL certification course and teaching abroad.

- **Practicum- Teaching Practice**

Each TEFL student will be required to complete a minimum of 10 hours of Practicum. Practice teaching hours will begin the second week of class on Monday.

Each TEFL student will have a different schedule for observation and teaching and will not have to observe or teach every day. *Students will receive their Practicum schedule on the first day of class.*

When you are completing your Practicum, you are expected to dress professionally.

Suggested clothing:

Men - Slacks, collared shirt

Women - Skirt or slacks, professional top or sweater

HOUSING OPTIONS

TEFL students will be required to locate their own housing in Chicago for the duration of their course. ITA does not offer direct housing assistance; however, ITA does offer housing options and recommendations below to ensure a comfortable stay during your 4-week program. Check out our [ITA Chicago Housing map](#) to get a better idea of where each of these places are located and our [ITA Chicago Guide](#) for recommendations of fun things to do in the city!

Hostels

- [1. Getaway Hostel](#)
- [2. HI Chicago Hostel](#)
- [3. Chicago Parthenon Hostel](#)
- [4. Freehand Chicago](#)
- [5. Wrigley Hostel](#)

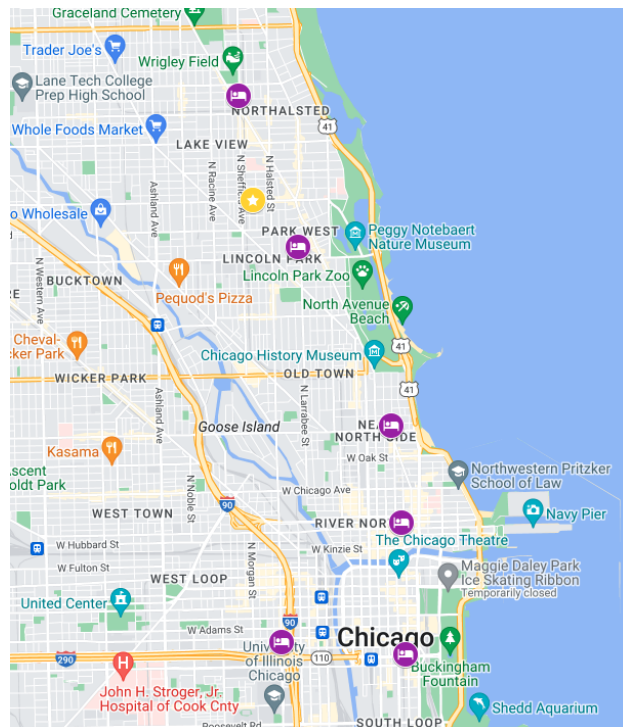
Short-term Apartments

- [1. Canterbury Court Apartments](#)

Other Resources

- [1. Chicago Craigslist](#)
- [2. Airbnb](#)
- [3. Homestay.com](#)
- [4. American Homestay Network](#)

Local Hosts/Alumni Network



Hostels

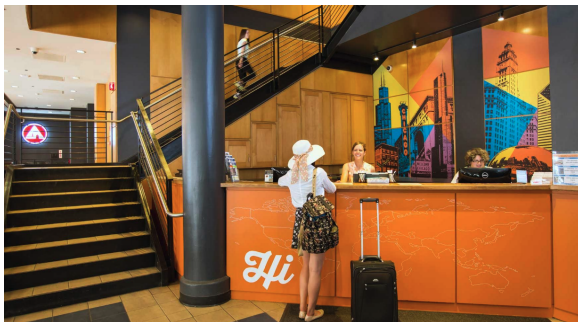
1. [Getaway Hostel \(616 W Arlington Pl, Chicago, IL 60614\)](#)

- **Location:** Only a 16-min walk to ITA. Located in the trendy Lincoln Park neighborhood, close to attractions like Lincoln Park Zoo and North Avenue Beach.
- **Amenities:** Free WiFi, fully equipped kitchen, outdoor patio, social events, complimentary breakfast.
- **Price:** Affordable rates for a shared dorm starting at \$36.86 per/night (Approx. \$1,105.80 for 30 nights before tax). Private rooms starting at \$159 per night.
- **Guest Reviews:** Generally positive reviews for its friendly staff, clean facilities, and vibrant atmosphere.
- *Extended Stay upon approval. [Apply here.](#)*



2. [HI Chicago Hostel \(24 East Ida B. Wells Drive, Chicago, IL 60605\)](#)

- **Location:** 25-min CTA ride to ITA. Situated in the Loop, near Millennium Park and the Art Institute of Chicago.
- **Amenities:** Free breakfast, on-site cafe, game room, organized tours, secure lockers.
- **Price:** Affordable rates for a shared dorm starting at \$36 per/night (Approx. \$1,080 for 30 nights before tax). Private rooms starting at \$154 per night.
- **Guest Reviews:** Well-reviewed for its central location, helpful staff, and various amenities.
- *Waiting to receive a response regarding extended stays for ITA students.*



3. [Chicago Parthenon Hostel \(310 S Halsted St. Chicago, IL 60661\)](#)

- **Location:** 30 min CTA ride to ITA. Located in the heart of Greektown, near the University of Illinois at Chicago (UIC) and close to downtown attractions.
- **Amenities:** Free Wi-Fi, communal kitchen, on-site bar, communal lounge area.
- **Price:** Affordable rates for shared dorm starting at \$31 per/night (Approx. \$930 for 30 nights before tax). Private rooms starting at \$103 per night.
- **Guest Reviews:** Positive reviews highlighting the convenient location, budget-friendly prices, and lively neighborhood.
- *Extended stay is available.*



4. [Freehand Chicago \(19 E Ohio St. Chicago, IL 60611\)](#)

- **Location:** 20 min CTA ride to ITA. Located in River North near Magnificent Mile, close to shopping and dining.
- **Amenities:** Free Wi-Fi, on-site restaurant/bar, communal kitchen, rooftop bar, game room.
- **Price:** Affordable rates for a shared dorm starting at \$36 per/night (Approx. \$1,080 for 30 nights before tax). Private rooms starting at \$149 per night.
- **Guest Reviews:** Well-received for its stylish design, social atmosphere, and convenient location.
- *Extended stay is available.*



5. [Wrigley Hostel \(3514 N Sheffield Ave. Chicago, IL 60657\)](#)

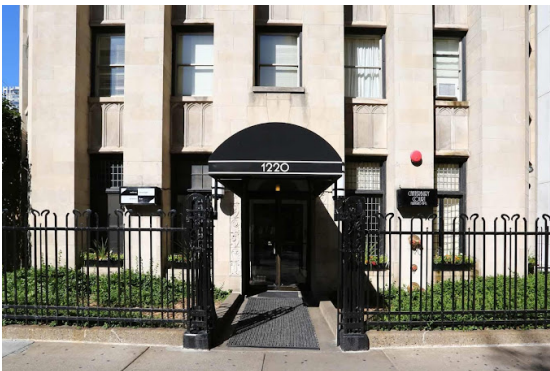
- **Location:** 20 min walk or 12 min CTA ride to ITA. Located in Lakeview, which is known for its lively atmosphere and being the home of Wrigley Field, the historic baseball stadium.
- **Amenities:** Free WiFi, communal kitchen for preparing meals, common areas for socializing, and laundry facilities.
- **Price:** Affordable rates for a shared dorm starting at \$40 per night (Approx. \$1,200 for 30 nights before tax). Private rooms starting at \$200 per night.
- **Guest Reviews:** Reviews are mixed, noting affordability and social opportunities but also mentioning noise and cleanliness concerns. Check recent reviews for accurate insights.
- *14-day maximum stay policy. Waiting to receive a response regarding extended stays for ITA students.*



Short-term Apartments

1. [Canterbury Court Apartments \(1220 N State Pkwy. Chicago, IL 60610\)](#)

- **Location:** 20 min CTA ride to ITA. Located in Gold Coast, offering residential-style accommodations.
- **Amenities:** Fully furnished apartments, in-unit kitchen, private bathroom, fitness center, laundry facilities.
- **Price:** Higher pricing due to apartment-style living/privacy. Studio apartment approximately \$1,800 p/month.
- **Guest Reviews:** Positive reviews for spacious apartments, amenities, and feeling like a “home away from home.”
- *Minimum one-month stay.*



Other Resources

Please be aware of scams on platforms like Craigslist and Airbnb. Be sure to verify listings and always pay through official channels.

1. [Chicago Craigslist](#)
 - Check Craigslist Chicago for opportunities under Sublet Temporary, Rooms shared, or Vacation Rentals
2. [Airbnb](#)
 - Shared rooms as low as \$40 per night and studio apartments as low as \$125 per night
3. [Homestay.com](#)
 - Homestays allow guests to book a room in a local person's home on a nightly, weekly or monthly basis for a fee. In all of their homestays there is a host present during the stay, enhancing the guest's travel experience through their hospitality and local knowledge.
4. [American Homestay Network](#)
 - Homes and families are screened by American Homestay staff
 - Homestays are located within the Chicago area and are close to public transportation
 - Cost is approximately \$1,000 per month with breakfast included. 5 dinners a week can be added for an additional fee.

Local Hosts/Alumni Network

- *We are working on building a group of local hosts. More to come.*
- *If you have any recommendations or suggestions, please reach out to info@internationalteflacademy.com.*



ARRIVAL INFORMATION

- **Airport Pickup**

ITA does not provide airport pick-up however, there are various means of public transportation that run from both Chicago airports:

The subway system is attached to each airport and brings riders directly to downtown Chicago within 20 minutes. Bus and Train rides are \$ 2.25 a trip.

From O'Hare International Airport: The *Blue Line* "L" train runs 24 hours and provides transit between O'Hare Airport and Forest Park via downtown Chicago.

[Route & Diagram Guide](#)

From **Midway Airport**: The Orange Line "L" train provides transit between Midway Airport and downtown Chicago.

[Route & Diagram Guide](#)

Taxis are also widely and readily available at both airports and typically cost \$ 30-35 a trip.

- **Visas for Non-USA Citizens**

Non-US Citizens:

International TEFL Academy courses in the United States are available for all citizenships, ethnicities, native and non-native English speakers. For non-US citizens or non-legal residents of the USA you will need to understand US law and the visa that allows or doesn't allow you to enroll into job training courses (vocational training). It is your responsibility to understand this information prior to registration and we highly advise prospective students with non-legal US status outside the US to not enroll into a Chicago TEFL class or make any travel arrangements until you have the correct visa.

1) ITA does not check visa status for enrollment into our TEFL courses. Your ID will be checked on the first day of class only to verify that you are the correct student registered for the course. This complies with our accreditation and issuance of the completed TEFL certificate.

2) Non-US citizens or non-legal residents trying to enter the US on a visa need to comply with the [US State Department's regulations on visas](#). *Note that a tourist visa does not allow foreign citizens to enter the US with intention of taking a job training course. A Student Visa is for this purpose and the Chicago class is not authorized to issue this. ITA cannot assist students to obtain any visa for the Chicago TEFL Course.*

PACKING LIST

- **Important Items to Bring**

Required:

- International TEFL Academy Course book
- School supplies – notebook, pens
- Professional clothing to wear for Practicum
- Laptop computer with a Word Processor– ITA will provide students with Wi-Fi access. There will also be a few computers, printer, and copy machine in the classroom for students to use during class time. There will be written assignments each class and homework.

Recommended:

- English Grammar Book
- Clothes for Chicago weather - The summers can be very hot and it is recommended to bring a swimsuit for the beach. Winters are quite cold and snowy so it is recommended to bring boots, warm jackets, gloves, hats, etc. Check the local weather [here](#).

ADDITIONAL ACTIVITIES

- **TEFL Course Activities**

ITA will provide TEFL students with a Welcome Party on the first day and a Graduation Party on the last day of class along with suggestions on local activities and events on the weekend with your classmates.

- **Chicago Tourism- Social and Cultural Activities**

Recommendations for fun things to do in Chicago:

- [Chicago Tourism](#)
 - [Chicago's Best](#)
- [Blues](#)
- [Tours](#)
 - [Bus & trolley](#)
 - [Boat & architecture](#)
 - [Segway](#)
 - [Gangster & Ghost Food](#)
 - [Tour](#)
- [Sports](#) [Cubs](#)
 - [White Sox](#)
 - [Blackhawks](#)
 - [Bears](#)
- [Comedy](#) [Second](#)
 - [City Bye Bye](#)
 - [Liver](#)
- [Neighborhoods](#)
- [Restaurants and Bars](#)
- [Shopping](#)
- [Theatre in Chicago](#)

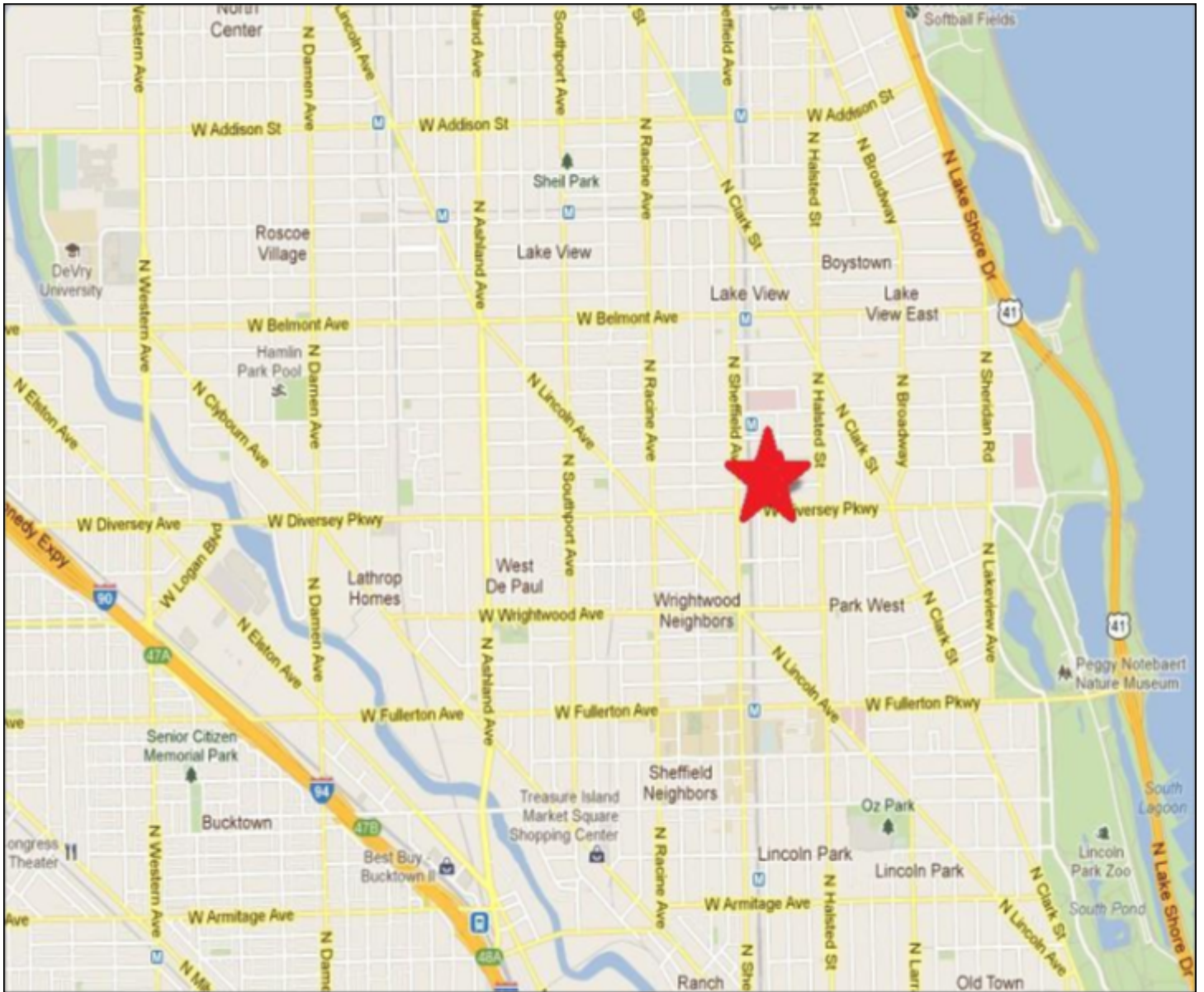
STUDENT AFFAIRS & JOB SEARCH GUIDANCE

Students receive Job Search Guidance before, during, and after their TEFL Certification Course. The Student Affairs team is here to give each student personalized job search assistance. Read more about us [here!](#) Each student will be given advice and guidance on: how to find a job, interview techniques, resume and cover letter writing, listings of language schools, and more. Please make sure to read through your countries of interest in the Job Search Guidance Manual before you contact Student Affairs to get started on your job search.



MAP OF ITA LOCATION

916 W Diversey Parkway – Chicago, IL 60614



CTA "L" MAP

We are off the Brown Line Diversey stop. Walk 1 block East from the station.



Rail ("L") System Map

For Travel Information Call:
1-312-836-7000

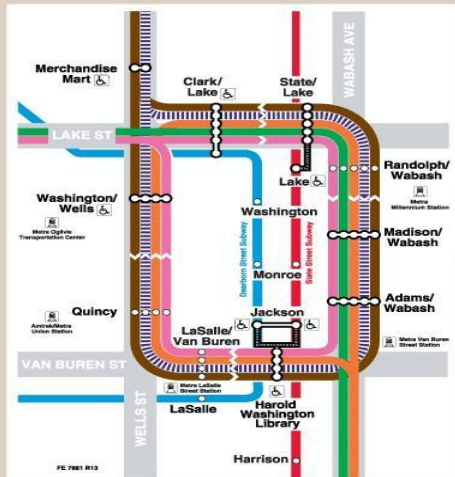
For Customer Assistance Call:
1-888-YOUR-CTA

Hearing Impaired:
1-888-CTA-TTY1

Online:
transitchicago.com

- Station
- Rush Period
- Direction Around Loop
- Metra
- Park & Ride
- Accessible Station
- Airport
- Transfer Point
- Use card or pass to transfer between elevated & subway via street

Loop



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PARKING NEAR ITA

Free Parking All Day: Sheffield, south side of Diversey in front of ITA, Mildred Street until Permit Parking Signs

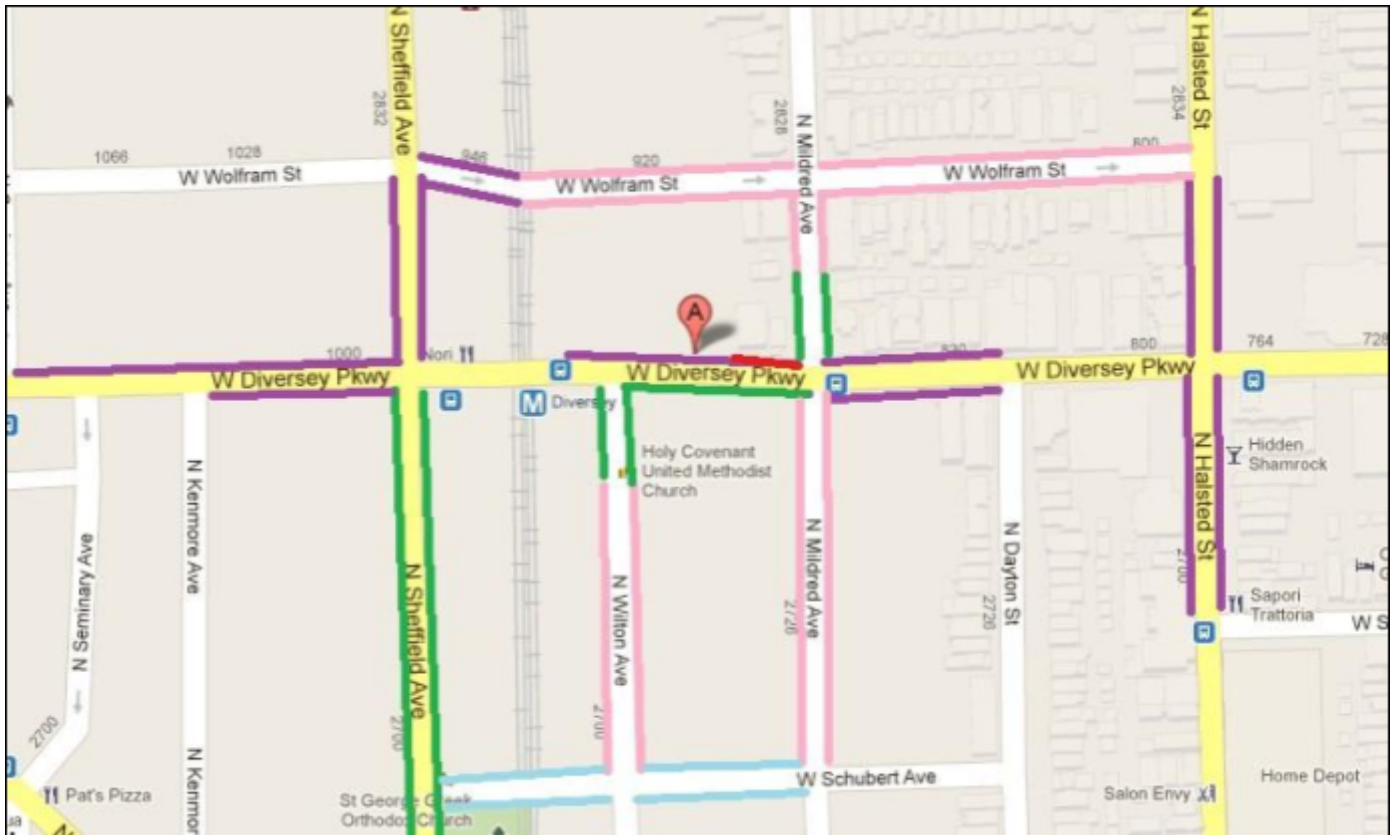
Free Parking except 4 pm-6 pm: North side of Diversey near ITA

Free Parking except 6 pm-9 am: Various side streets around Diversey such as Wilton, Mildred, Wolfram, etc.

Free Parking except 6 pm-12 am: Side streets such as Schubert

Pay to Park Street Parking: North side of Diversey in front of ITA, etc.

***Beware of "Street Cleaning Days" and pay close attention to all signs. You WILL get a ticket!**



Legend

- Free Parking All Day
- Free Parking except 6pm-9am
- Free Parking except 6pm-12am
- Free Parking except 4pm-6pm
- Pay to Park



International TEFL Academy
www.InternationalTEFLAcademy.com