BRITISHCOUNCIL

English Language Assistants Lifecycle Switzerland

PPLICATION ASSESSMEN

NOV - 30 JAN

APPLICATION

NOV

24

JUNE

AUG

Submit your online application by **30 JAN 2025**

Reference **13 FEB** deadline: **2025**

ASSESSMENT

JAN - MARCH

Your application is assessed

ACKNOWLEDGE-MENT EMAIL

MARCH

You will be notified by our team that we have received your application

APRIL

ALLOCATION

MID-MAY

Confirmation of regional allocation or a place on a waiting list

OVERSEAS APPROVAL

APRIL - MAY

Assessed applications sent to overseas partners for approval

SHORTLISTING

BY 16 APRIL

Candidates informed if they have been shortlisted or placed on a waiting list

SCHOOL DETAILS

MAY ONWARDS

Notification of school details and accept your placement

ACCEPTING YOUR POST

MID MAY

Confirm with your host school that you accept your post

VISA GUIDANCE

MAY/JUNE

Guidance on applying for a visa will be sent by our partners

JUNE

NOTIFICATION

PRE-DEPARTURE INFORMATION

JULY

Assistants receive a Switzerland-specific information pack and ELA contact details PRE-DEPARTURE WEBINAR

EARLY JULY

You will be invited to an online pre-departure webinar

INTERNATIONAL
CHILD PROTECTION
CERTIFICATE

JUNE

Candidates required to apply for their ICPC

TEACHING ENGLISH COURSE

AUG-SEPT

We will send you details of our Teaching English Course

INDUCTION COURSE

MID AUGUST

You will be invited to attend an induction course in Bern by our partner organisation

ASSISTANTSHIP

01 SEPT 2025

Begin your placement!

RE-DEPARTURE

IN PLACEMENT