

Teaching Further Mathematics (TFM)

Application and enrolment process

Enrolment for TFM1 is available at two entry dates, January or July.
Enrolment for TFM2 is currently available at one entry date, February.

This document outlines the application and enrolment process for TFM1 January 2018.

STAGE 1: Applicant completes and submits an [online application form](#) preferably before Monday 11th December 2017

Applicant will receive an email to confirm that their application has been received.

STAGE 2: Applications will be considered and, **subject to availability**, places will be offered to successful applicants. Successful applicants will be contacted by email and invited to accept their place by completing an online enrolment form, please refer to STAGE 3 below for details. If there are more applications than places then unsuccessful applicants will be added to a reserve list. Applications received after Monday 11th December 2017 will still be considered however, the offer of a place cannot be guaranteed to late applicants.

STAGE 3 Applicants who have been offered a place will be required to submit a simple, online form to accept their place and complete their enrolment by Wednesday 13th December. Applicants who do not confirm their place by submitting an online enrolment form may have their offer of a place withdrawn and it will be re-allocated.

STAGE 4: Joining details, including a course handbook and resources, will be issued no later than Friday 15th December 2017. The first introductory online session is provisionally scheduled for Thursday 4th January 2018 19.30-20.30.

Applications will only be considered from applicants that have done the following:

- 1) Completed an application form (STAGE 1) with no information missing.
- 2) Provided an acknowledgement that the pure [mathematics content](#) covered in A level Mathematics is a pre-requisite.
- 3) Accepted the terms and conditions detailed at: www.mei.org.uk/terms-cpd

Eligibility for a course fee reimbursement

Successful applicants who teach in a state-funded school or college in England are eligible for a subsidy that covers the MEI-certificated course fee (£300). The FMSP is supported by the Department for Education and therefore only teachers working in state-funded schools or colleges in England are eligible to receive a reimbursement of the full course fee paid in advance (£300) on successful completion of the course. To qualify for a reimbursement, it is expected that a course delegate engages fully with the course content and does not withdraw before the end date of the course unit. Evidence of engagement includes attendance of at face-to-face study days, participation in online tutorials and forum discussions and submission of the unit assignment issued at the end of the course.

Applications are encouraged from teachers working in state-funded institutions.

Applications will also be considered from:

- 1) Experienced teachers of A level Mathematics who wish to learn more about teaching A level Further Mathematics;
- 2) Individuals, currently not teaching in a school, who wish to undertake an extensive professional development course to prepare for future employment;
- 3) Teachers wanting to develop their own subject knowledge to enable them to confidently and competently teach A level Further Mathematics;
- 4) Teachers who have completed the TAM course in 2017 or previously. *Teachers who have recently completed TAM are encouraged to speak to their TAM course tutor before applying for TFM.*