



ENGLISHUK
member

Accredited by the
 BRITISH
COUNCIL

Member of
BUSINESS
ENGLISHUK
for Professional Training

English Courses in England 2012

Over 60 years as a world leader in English language teaching





Welcome to AC



This is a computer generated image of AC

Many large trees in the gardens make it difficult to take a photograph of the entire campus.

AC is one of the world's best known English language teaching organisations. It is accredited by the British Council and is a member of the professional body, English UK. We offer tuition of the highest quality and provide a wide range of English language courses to meet the needs of students of all ages and professions.

Our school is a leader in English language tuition and testing and many successful writers have taught at the school. AC has offered English language courses for over 60 years to 400,000 students from 120 different countries.

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AC's **campus**, within easy walking distance of Bournemouth's town centre, is one of the largest in the UK and offers excellent modern facilities for studying English, including a multi-media learning centre, language laboratory, private study rooms, a spacious lecture theatre and free internet access.

Our popular self-service restaurant offers a wide range of refreshments and opens out onto a sun terrace leading to our award-winning gardens. Social and themed events and leisure activities are regularly held at the school. We look forward to welcoming you to study with us.

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Welcome to Bournemouth



And not far away...
(approximate journey time)

- London 2 hrs
- Bath 2 hrs
- Bristol 2 hrs
- Oxford 1.5 hrs



Bournemouth, in addition to being a popular destination for students to learn English, is one of the most fashionable seaside resorts on the South Coast of England. It is less than two hours from London and offers excellent travel connections by air, rail and road.

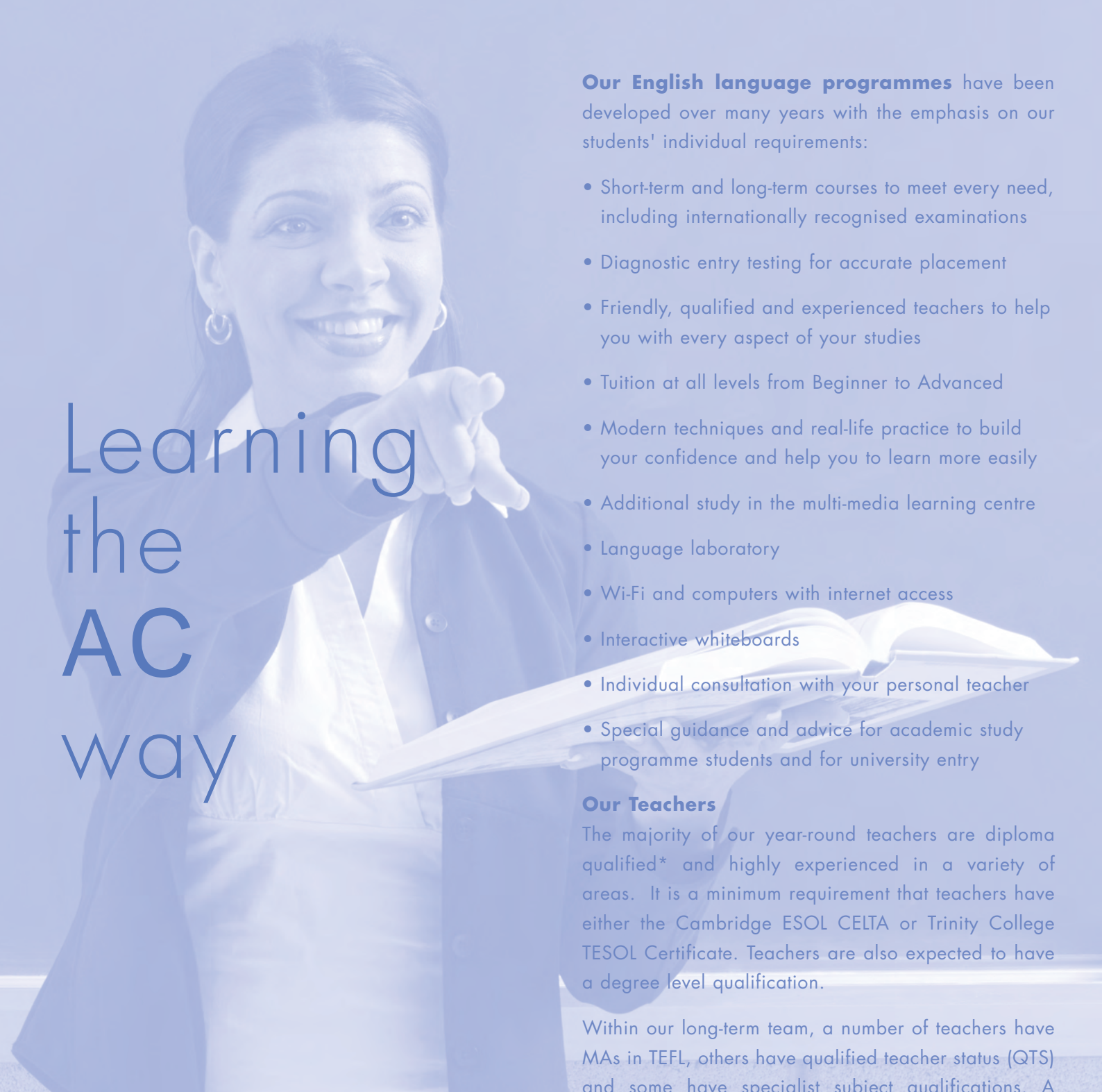
This university town is ideally located, with 12 kilometres of sandy, Blue Flag award-winning beaches, sparkling sea and scenic coastal views. The vibrant town centre has a wide range of shops, restaurants, cafés, bars, cinemas and theatres, as well as beautiful parks and gardens, mini golf, an aquarium and even a giant air balloon! Bournemouth also offers an extensive range of sporting and leisure activities, including Europe's first artificial surf reef.

There is a variety of local attractions, including the stunning World Heritage Jurassic coastline, Poole Harbour - one of the largest natural harbours in the world, and the beautiful New Forest National Park, a historical Royal hunting ground. Other places of interest include the ancient site of Stonehenge, the cathedral cities of Winchester and Salisbury, the Isle of Wight, the Isle of Purbeck and the 2012 Olympics Sailing Venue of Weymouth and Portland. The Roman City of Bath and the University City of Oxford are also within easy reach.

Bournemouth and AC provide the perfect place for study and recreation and for a truly rewarding, productive and memorable stay in England.

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Learning the AC way

Our English language programmes have been developed over many years with the emphasis on our students' individual requirements:

- Short-term and long-term courses to meet every need, including internationally recognised examinations
- Diagnostic entry testing for accurate placement
- Friendly, qualified and experienced teachers to help you with every aspect of your studies
- Tuition at all levels from Beginner to Advanced
- Modern techniques and real-life practice to build your confidence and help you to learn more easily
- Additional study in the multi-media learning centre
- Language laboratory
- Wi-Fi and computers with internet access
- Interactive whiteboards
- Individual consultation with your personal teacher
- Special guidance and advice for academic study programme students and for university entry

Our Teachers

The majority of our year-round teachers are diploma qualified* and highly experienced in a variety of areas. It is a minimum requirement that teachers have either the Cambridge ESOL CELTA or Trinity College TESOL Certificate. Teachers are also expected to have a degree level qualification.

Within our long-term team, a number of teachers have MAs in TEFL, others have qualified teacher status (QTS) and some have specialist subject qualifications. A substantial number of our teachers have special responsibilities according to their own interests and areas of expertise.

Certificates

On satisfactory completion of the course students will receive the AC Certificate of Studies. Certificates will also be awarded for internationally recognised examinations students have passed during their stay. On successful completion of the Academic Study Programme, the AC Diploma in English is also awarded at the appropriate level.

AC English Language Levels	CEF**
Beginner to Elementary	A1
Pre-Intermediate	A2
Intermediate	B1
Upper Intermediate	B2
Advanced	C1
Proficiency to Near Native	C2

** CEF = Common European Framework

* Recognised diplomas in Teaching English to Speakers of Other Languages are accredited by the QCA at level 7 of the National Qualifications Framework.



Choice of Programmes

Pages

General English Programme

Short-term and long-term intensive courses for all who need to improve their command of English for social, academic or work-related purposes

8 - 10

Academic Study Programme

Long-term intensive courses plus special study and examination practice options for those who need high levels of English for academic or professional advancement

11 - 13

Examination Programme

Preparation and practice courses for internationally recognised English language examinations such as IELTS, CAE, FCE, TOEFL and TOEIC

14 - 17

Business and Specialised Programme

Intensive courses combined with specialised English language tuition for business and professional purposes

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Executive Programme

Highly intensive courses for executives and professionals, including mini group, individual and specialised tuition options

22 - 25

Club 45+ Programme

Relaxed English language courses combined with visits and excursions, leisure and cultural activities of interest to the more mature participant

26 - 27

Teacher Training Programme

Language and Methodology of English Teaching plus optional Teaching Knowledge Test (TKT/CLIL) Modules

28 - 29

Other AC Programmes

Professional Training, Aviation, Teacher Training, Postgraduate Diploma in Aviation Language Teaching and Assessment, Young Learners, Vacation and Parent + Child

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General Programme

Our Intensive courses have established the firm foundation on which all our teaching is based. They offer a choice of programmes for everyone who needs an improved level of English for academic, social or professional reasons.

Your choice of courses

When you enrol you can select the number of lessons per week which suits you best, and the course duration which meets your needs. You can be sure that if you are a complete beginner or if you already have a good command of the language, there will be a class suitable for you.

Your class

You will study in a lively international atmosphere with others whose levels of English are similar to your own. You will be taught by a team of two or three teachers, who encourage participation and interaction between members of the group - and English is the only language you will use!

Your lessons

Your lessons will be stimulating and effective, with a variety of activities to develop your confidence, knowledge and skills:

- lively presentation and practice of new language
- rapid development of oral fluency, accuracy and conversation skills
- systematic development of listening, reading and writing skills
- extension of vocabulary, structure and usage

If you follow a course of 25 or 30 lessons per week, you will have the additional benefit of language extension and supplementary skills.

Outside your scheduled timetable, you will be able to use the multi-media learning centre, with computers, internet access, TV, DVD, language laboratory, reference library and private study facilities. Everything you need for enjoyable and successful study.



Programme features

- Intensive English language tuition
- All levels from Beginner to Advanced
 - Flexible entry dates
- Courses with varying numbers of lessons per week
 - Supplementary skills
- Free access to the multi-media learning centre



Intensive Courses 2012

Course	G-1.20	G-1.25	G-1.30
Lessons per week (45 minutes)	20 20 Lessons of structured English language tuition and practice	25 20 Lessons of structured English language tuition and practice Plus 5 Lessons of language extension activities to develop your vocabulary, listening comprehension and oral fluency	30 20 Lessons of structured English language tuition and practice Plus 5 Lessons of language extension activities as G-1.25 Plus 5 Lessons of supplementary skills, including areas such as:
Language levels for entry	Beginner* to Advanced	Beginner* to Advanced	Beginner* to Advanced
Class size	Average 10 (max.15)	Average 10 (max.15)	Average 10 (max.15)
Minimum age	16	16	16
Course duration (weeks)	2 - 60	2 - 60	2 - 60
Course fees	Euros	Euros	Euros
2 weeks	582	654	726
3 weeks	810	918	1026
Includes 4 weeks	1038	1182	1326
enrolment fee, 5 weeks	1266	1446	1626
all textbooks 6 weeks	1494	1710	1926
and educational 7 weeks	1722	1974	1855
materials 8 weeks	1950	2238	2226
9 weeks	2178	2502	2826
10 weeks	2406	2766	3126
Each additional week	198	216	234

Homestay accommodation fees - single room (Euros)

For the first week	186
Each additional week	126
High season supplement (24 June to 12 August - per week)	36

If you decide to study for 20 or more weeks, we recommend the "Long-Term General Programme" or the "Academic Study Programme" (pages 10 to 13) with specially reduced course fees and additional conditions.

Course fees include...

Administrative services

- Enrolment fee
- Student card

Education

- All tuition
- Use of the multi-media learning centre
- All textbooks and teaching materials
- Ring binder
- Educational Advisory Service
- Certificate of Studies (subject to satisfactory completion)

Sightseeing tour

- Coach tour of the area on the first day of the course

Internet access

- Computers available in the self-service restaurant, multi-media learning centre and the language laboratory. Free wireless internet access.

Sports and leisure activities

- Film shows, table tennis, table football and board games
- A wide range of excursions, sports, social and leisure activities (some at extra cost)

Homestay accommodation fees include...

Single room

From the Sunday before course commencement to the Sunday after its completion

Meals

Breakfast and evening meal Monday to Friday; breakfast, a light lunch and evening meal on Saturday and Sunday (lunch from Monday to Friday may be purchased in the self-service restaurant at the school).

Alternative accommodation

Please see page 33.

Please note

- Students enrolled on Course G-1.20 during the period 25 June to 3 August may have their lessons either in the morning or in the afternoon on alternate weeks.
- The fees specified for these courses are valid from 1 January to 31 December 2012. For enrolments which continue into the following year, revised fees will apply with effect from 1 January 2013.

Course entry dates 2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
3*, 9, 16, 23, 30*	6, 13, 20, 27*	5, 12, 19, 26*	2, 10, 16, 23*, 30	8, 14, 21*, 28	6*, 11, 18*, 25	2*, 9, 16*, 23, 30*	6, 13*, 20, 28*	3, 10, 17, 24*	1, 8, 15, 22*, 29	5, 12, 19*, 26	3, 10

* Beginners may start their courses only on the entry dates marked with asterisks (*)

Long-Term Intensive Courses 2012

Course	G-1.20L	G-1.25L	G-1.30L
Lessons per week (45 minutes)	20	25	30
	20 Lessons of structured English language tuition and practice	20 Lessons of structured English language tuition and practice Plus 5 Lessons of language extension activities to develop your vocabulary, listening comprehension and oral fluency	20 Lessons of structured English language tuition and practice Plus 5 Lessons of language extension activities as G-1.25L Plus 5 Lessons of supplementary skills, including areas such as:
			- Reading and writing - English for work and study (intermediate to advanced level) - British life and culture
Language levels for entry	Beginner* to Advanced	Beginner* to Advanced	Beginner* to Advanced
Class size	Average 10 (Max. 15)	Average 10 (Max. 15)	Average 10 (Max. 15)
Minimum age	16	16	16
Course duration (weeks)	20 - 60	20 - 60	20 - 60

Reduced course fees for long-term study

Students who enrol for Long-Term Intensive Courses benefit from these specially reduced fees to help them achieve their academic or professional aims - and special help and guidance from our educational advisers. Additional conditions apply, see page 38.

Reduced course fees	Euros	Euros	Euros
For the first 20 weeks	3654	4446	4806
Each additional week	198	216	234
Includes enrolment fee, all textbooks and educational materials			

Homestay accommodation fees - single room (Euros)

For the first week	186
Each additional week	126
High season supplement (24 June to 12 August - per week)	36

Course fees include...

Administrative services

- Enrolment fee
- Student card

Education

- All tuition
- Use of the multi-media learning centre
- All textbooks and teaching materials
- Ring binder
- Educational Advisory Service
- Certificate of Studies (subject to satisfactory completion)

Sightseeing tour

- Coach tour of the area on the first day of the course

Internet access

- Computers available in the self-service restaurant, multi-media learning centre and the language laboratory. Free wireless internet access.

Sports and leisure activities

- Film shows, table tennis, table football and board games
- A wide range of excursions, sports, social and leisure activities (some at extra cost)

Homestay accommodation fees include...

Single room

From the Sunday before course commencement to the Sunday after its completion

Meals

Breakfast and evening meal Monday to Friday; breakfast, a light lunch and evening meal on Saturday and Sunday (lunch from Monday to Friday may be purchased in the self-service restaurant at the school).

Alternative accommodation

While we can provide homestay accommodation for the full duration of these long-term courses, students over the age of 18 years may choose to book and pay for an initial 6-week period of homestay accommodation only, as they may wish to make their own long-term accommodation arrangements after the initial period. Please see page 33.

Please note

- Students enrolled on Course G-1.20L during the period 25 June to 3 August may have their lessons either in the morning or in the afternoon on alternate weeks.

- The fees specified for these courses are valid from 1 January to 31 December 2012. For enrolments which continue into the following year, revised fees will apply with effect from 1 January 2013.

Course entry dates 2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
3*, 9, 16, 23, 30*	6, 13, 20, 27*	5, 12, 19, 26*	2, 10, 16, 23*, 30	8, 14, 21*, 28	6*, 11, 18*, 25	2*, 9, 16*, 23, 30*	6, 13*, 20, 28*	3, 10, 17, 24*	1, 8, 15, 22*, 29	5, 12, 19*, 26	3, 10

* Beginners may start their courses only on the entry dates marked with asterisks (*)

Academic Study Programme

Course profile

The Academic Study Programme provides structured and flexible long-term courses for all who need high standards of English to achieve their career objectives. It is particularly important if you need internationally recognised qualifications in the language for employment or entry to higher education.

Your programme, lasting up to one year and leading to the AC Diploma in English, allows you to progress at an appropriate rate through the various language levels to Upper Intermediate or Advanced.

Special study options

Your language knowledge and skills are systematically assessed and developed within an intensive general English course, supplemented by interesting special study options in areas such as academic study preparation, reading and writing skills, English for business and professional subjects and English in the context of British life and culture.

Examination options

This programme allows you to take advantage of our Intensive IELTS and FCE Preparation Courses. You may also wish to combine your Intensive Course with one or more of our comprehensive range of options which include preparation for a number of internationally recognised examinations such as:

- the International English Language Testing System (IELTS)
- the University of Cambridge Certificate in Advanced English (CAE)
- the Test of English as a Foreign Language (TOEFL)
- the Test of English for International Communication (TOEIC)

Your progress will be carefully monitored throughout the programme. You will also have regular consultations with your teachers to ensure that the course meets your needs and you obtain the best possible results.

A



Programme features

- Flexible entry dates
- Variety of course combinations
- Examination options
- Choice of special options as you progress
 - Progress reports on request
 - Help from our educational advisers
- FREE guided excursion every four weeks

Academic Study Programme 2012

Intensive Courses plus Special Study and Examination Options

Course	A-1.30
Lessons per week (45 minutes)	30
Language extension	Yes
Special study options	Yes (See A - D on page 13)
Examination practice options	Yes (See E - G on page 13)
IELTS and FCE examination preparation options	Yes (See H on page 13)
Language levels for entry	Beginner* to Advanced
Class size	Average 10 (Max. 15)
Minimum age	16
Course duration (weeks)	24 - 60

Course fees include...

Administrative services

- Enrolment fee
- Student card

Education

- All tuition and special study and examination options
- All textbooks and teaching materials
- Ring binder
- Use of the multi-media learning centre
- Educational Advisory Service
- Progress report every 12 weeks, on request
- Certificate of Studies**
- AC Diploma**
- **Subject to satisfactory completion

Sightseeing tour

- Coach tour of the area on the first day of the course

Excursion vouchers

- A free excursion, selected from our published list, up to the value of £ 44, for every 4 weeks of your course

Internet access

- Computers available in the self-service restaurant, multi-media learning centre and the language laboratory. Free wireless internet access.

Sports and leisure activities

- Film shows, table tennis, table football and board games
- A wide range of excursions, sports, social and leisure activities (some at extra cost)

Homestay accommodation fees include...

Single room

From the Sunday before course commencement to the Sunday after its completion

Meals

Breakfast and evening meal Monday to Friday; breakfast, a light lunch and evening meal on Saturday and Sunday (lunch from Monday to Friday may be purchased in the self-service restaurant at the school).

Alternative accommodation

While we can provide homestay accommodation for the full duration of these long-term courses, students over the age of 18 years may choose to book and pay for an initial 6-week period of homestay accommodation only, as they may wish to make their own long-term accommodation arrangements after the initial period. Please see page 33.

Please note

The fees specified for these courses are valid from 1 January to 31 December 2012. For enrolments which continue into the following year, revised fees will apply with effect from 1 January 2013.

Your personal study programme

If you need to develop a high level of English language skills for educational, business or professional purposes, the Academic Study Programme offers you the ideal opportunity. It provides you with a study programme designed to meet your personal objectives, ensuring that your rate of progress allows you to maximise your learning potential.

Course durations

You can enrol for varying periods from 24 to 60 weeks depending on your initial level of English, the level you wish to reach and the examination qualifications, if any, you wish to obtain.

Course content

Among the most important features of the Academic Study Programme are its flexibility and its options. You can concentrate on intensive general English study, or you can tailor your course to the precise needs of your academic, business or professional career.

Educational advice

The Academic Study Programme is designed to give you the best possible preparation for the next stage of your academic or professional career, and this is particularly important if you wish to study in an English-speaking university. Every part of the programme - from your intensive English training to your special study options, examination options and your reading and writing skills - will contribute to your success. **It is not necessary, however, to make your final choices when you enrol.** Our Educational Advisers will assist you in choosing your study options and monitor your progress throughout your course. If you plan to continue your education in Britain, they will guide you through the process of obtaining a place at the university of your choice.

Reduced course fees for long-term study

Students who enrol for the Academic Study Programme benefit from these specially reduced fees to help them achieve their academic or professional aims - and special help and guidance from our educational advisers. Additional conditions apply, see page 38.

Reduced course fees	Euros
For the first 24 weeks	6432
Each additional week	258
Includes enrolment fee, all textbooks and educational materials	

Homestay accommodation fees - single room

	Euros
For the first week	186
Each additional week	126
High season supplement (24 June to 12 August - per week)	36

Course entry dates 2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
3*, 9, 16, 23, 30*	6, 13, 20, 27*	5, 12, 19, 26*	2, 10, 16, 23*, 30*	8, 14, 21*, 28	6*, 11, 18*, 25	2*, 9, 16*, 23, 30*	6, 13*, 20, 28*	3, 10, 17, 24*	1, 8, 15, 22*, 29	5, 12, 19*, 26	3, 10

* Beginners may start their courses only on the entry dates marked with asterisks (*)

Your Personal Study Programme

Intensive courses				
	<p>20 Lessons per week of structured English language tuition and practice</p>		<p>25 Lessons per week of structured English language tuition and practice including 5 lessons per week of language extension activities to develop your vocabulary, listening comprehension and oral fluency</p>	
Plus special study options	A	B	C	D
	<p>10 Lessons per week of English for Business or Specialised Subjects, with varying start dates, available from Intermediate level</p>		<p>5 Lessons per week of special study options, with varying start dates and durations, introduced progressively as you reach the appropriate levels</p>	
	<p>English for Business</p> <p>English for Business Communication</p> <p>English for Finance and Banking</p> <p>English for Management</p> <p>English for Marketing and Sales</p> <p>Subject to availability. Minimum age 18. For details see pages 18 to 21.</p>	<p>English for Specialised Subjects</p> <p>English for Medical Practice</p> <p>English for Legal Practice</p> <p>Subject to availability. Minimum age 18. For details see pages 18 to 21.</p>	<p>Supplementary Skills</p> <p>A varied and balanced programme designed to develop the skills and techniques required for effective study of English and to give students the practical language skills needed to function in the UK, including:</p> <p>Reading and Writing</p> <p>English for Work and Study (Intermediate to Advanced level)</p> <p>British Life and Culture</p>	<p>Academic Preparation Module*</p> <p>This preparation module concentrates on developing the knowledge and academic skills you will need for further study at a school or college to take A levels or at a university to follow a first degree, master's or PhD course. It includes:</p> <ul style="list-style-type: none"> - Academic writing and presentations - Discussions and debates - Lectures and note-taking - Quotations, referencing and bibliographies - Summarising and paraphrasing - Study skills - Extended reading <p>*(Upper Intermediate to Advanced level)</p>
Intensive course	Intensive course			Examination course
	<p>25 Lessons per week of structured English language tuition and practice including 5 lessons per week of language extension activities to develop your vocabulary, listening comprehension and oral fluency</p>			<p>30 Lessons per week of Intensive examination preparation</p>
Plus examination options	E	F	G	H
	<p>5 Lessons per week of examination options, with varying start dates and durations, introduced progressively as you reach the appropriate levels</p>			<p>Intensive IELTS Examination Preparation</p> <p>IELTS International English Language Testing System</p> <p>Intensive FCE Examination Preparation</p> <p>FCE* First Certificate in English</p>
	<p>Examination Practice for CAE</p> <p>CAE Certificate in Advanced English</p> <p>Offered by the University of Cambridge ESOL. Subject to availability. For details of Course X-4.30 see page 16.</p>	<p>Examination Practice for TOEFL and TOEIC</p> <p>TOEFL Test of English as a Foreign Language</p> <p>TOEIC Test of English for International Communication</p> <p>Offered by the Educational Testing Service. For details of Courses X-5.30 and X-6.30 see page 17.</p>	<p>Examination Practice for IELTS</p> <p>IELTS International English Language Testing System</p> <p>Offered by the University of Cambridge ESOL and the British Council. For details of Course X-2.30 see page 16.</p>	<p>Offered by the University of Cambridge ESOL. * Subject to availability. For details of Course X-1.30 and X-3.30 see page 16.</p>



Examination Programme

At AC we have a long history of success in preparing our students for English language examinations which are widely accepted in academic and commercial circles throughout the world. We provide courses in preparation for highly regarded examinations such as the International English Language Testing System (IELTS) and the University of Cambridge First Certificate (FCE).

Courses are designed to develop the necessary skills relevant to the particular examination and to present and practise language appropriate to the students' needs. Timed practice tests provide an idea of what it is like to work under pressure during a real examination.

Intensive IELTS Preparation Course

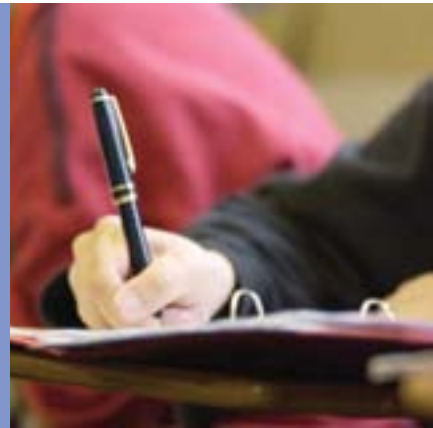
Recognised worldwide, IELTS assesses the language ability of candidates who need to study or work where English is the language of communication. Our comprehensive course is intended for those who wish to benefit from intensive preparation for the IELTS test, which includes listening, speaking, reading and writing components. This full-time course provides 30 lessons per week, allowing participants the opportunity to maximise their development in each of the four language skills.

Intensive FCE Preparation Course

The First Certificate in English, an established University of Cambridge ESOL examination, is for people who need to use everyday spoken and written English for work and study purposes. Our 30 lesson per week course focuses on all five parts of the exam, covering techniques on how to approach typical tasks with special guidance on writing.

Intensive Courses with Examination Practice

These courses aim to raise your level of general English by providing 25 lessons per week of intensive English language study, combined with 5 lessons per week of practice for the examination of your choice: IELTS, TOEFL, TOEIC, or CAE. Teachers will familiarise students with the format of the examination and introduce strategies for dealing with typical questions.



AC is an Examination Centre for:

- TOEFL - Test of English as a Foreign Language
- TOEIC - Test of English for International Communication
- TKT - Teaching Knowledge Test
- ILEC - International Legal English Certificate
- ICFE - International Certificate in Financial English

Prospective examination candidates should apply in person at the school. If you will not be at the school before the closing date for entry, please request an official examination entry form as early as possible. Some of the examinations are subject to a minimum number of candidates.

Additional entry dates may be available for examinations held at other centres.

Examination dates 2012

University of Cambridge ESOL (English for Speakers of Other Languages) and The British Council

Examination	Level	Examination dates
IELTS - International English Language Testing System	Intermediate to Proficiency	Every month 7 weeks' notice required. Please refer to pages 16 and 17 for details of the Intensive IELTS Preparation Course and Intensive Courses plus Examination Practice.

University of Cambridge ESOL (English for Speakers of Other Languages)

Examination	Level	Examination dates followed by closing dates for entry in brackets ()
FCE - First Certificate in English	Upper Intermediate	10 March (13 January) 12 June (02 April) 04 December (12 October) Please refer to pages 16 and 17 for details of Intensive Courses plus Examination Practice.
CAE - Certificate in Advanced English	Advanced	17 March (13 January) 13 June (02 April) 05 December (12 October) Please refer to pages 16 and 17 for details of Intensive Courses plus Examination Practice.
TKT - Teaching Knowledge Test Modules 1, 2, 3, KAL and CLIL	Intermediate to Advanced	20 July (25 May) 03 August (08 June) We must receive your enrolment at least 8 weeks before the test date. Late entries will incur a supplement. Please refer to pages 28 and 29 for details of Intensive Courses for Teachers of English plus TKT Preparation.
ILEC - International Legal English Certificate	Upper Intermediate to Advanced	12 May (02 April) 15 September (03 August) 17 November (28 September) Please refer to pages 18 and 21 for details of Course S-6.30 - English for Legal Practice.
ICFE - International Certificate in Financial English	Upper Intermediate to Advanced	12 May (02 April) 15 September (03 August) 17 November (28 September) Please refer to pages 18 and 21 for details of Course B-2.30 - English for Finance and Banking.

Preparation for the following examinations on request only

KET - Key English Test	Pre-Intermediate	17 March (20 January) 01 June (13 April) 17 November (28 September) 19 May (23 March) 07 June (13 April) 07 December (12 October)
PET - Preliminary English Test	Intermediate	17 March (20 January) 01 June (13 April) 17 November (28 September) 19 May (23 March) 07 June (13 April) 07 December (12 October)
CPE - Certificate of Proficiency in English	Proficiency	14 June (02 April) 06 December (12 October)
BEC - Business English Certificates Reading, writing, listening:	Preliminary (Intermediate)	15 March (13 January) 06 June (30 March) 19 May (23 March) 24 November (28 September)
	Vantage (Upper Intermediate)	16 March (13 January) 07 June (30 March) 02 June (23 March) 01 December (28 September)
	Higher (Advanced)	14 March (13 January) 05 June (30 March) 26 May (23 March) 17 November (28 September)
Speaking:	All levels	These dates are finalised by the local Examination Centre nearer the examination date.
BULATS - Business Language Testing Service Reading and listening: Speaking: Writing:	Pre-Intermediate to Advanced	Computer based test. On request, Monday to Friday, except National Holidays. 2 weeks' notice required.

Educational Testing Service

Examination	Level	Examination dates
TOEFL - Test of English as a Foreign Language	Intermediate to Proficiency	Every month Applications by telephone or internet: 2 weeks' notice required; for applications in writing: 4 weeks' notice required. Please refer to pages 16 and 17 for details of Intensive Courses plus Examination Practice.
TOEIC - Test of English for International Communication	Intermediate to Proficiency	26 January, 23 February, 22 March, 19 April, 17 May, 14 June, 12 July, 9 August, 6 September, 4 October, 1 November, 29 November 2 weeks' notice required. Please refer to pages 16 and 17 for details of Intensive Courses plus Examination Practice.

Intensive IELTS and FCE Preparation Courses and Intensive Courses plus Examination Practice 2012

Course	X-1.30	X-2.30	X-3.30	X-4.30
Course type	Intensive IELTS Preparation Course International English Language Testing System	Intensive Course plus Examination Practice for IELTS International English Language Testing System	Intensive FCE Preparation Course First Certificate in English	Intensive Course plus Examination Practice for CAE Certificate in Advanced English
Examinations offered by	The University of Cambridge ESOL and The British Council	The University of Cambridge ESOL and The British Council	The University of Cambridge ESOL	The University of Cambridge ESOL
Total lessons per week <small>(45 minutes)</small>	30 See note A	30	30 See note A	30
General English lessons	~	25	~	25
Examination practice lessons	~	5	~	5
Language levels for entry	Intermediate See note B on page 17	Pre-Intermediate See note B on page 17	Intermediate See note B on page 17	Pre-Advanced See note B on page 17
Intensive English class size	~	Average 10 (Max. 15)	Average 10 (Max. 15)	Average 10 (Max. 15)
Examination practice class size	Average 10 (Max. 15)	Average 8 (Max. 12)	Average 8 (Max. 12)	Average 8 (Max. 12)
Minimum age	16	16	16	16
Course duration (weeks)	4, 8	4 - 20	8	8, 12
Courses are held between	3 January - 30 November	~	16 April - 8 June 8 October - 30 November	19 March - 8 June 10 September - 30 November
Course fees	Euros	Euros	Euros	Euros
4 weeks	1362	1506	~	~
5 weeks	~	1836	~	~
Includes 6 weeks	~	2166	~	~
enrolment fee, 7 weeks	~	2496	~	~
all textbooks 8 weeks	2562	2826	2562	2826
and educational 9 weeks	~	3156	~	~
materials 10 weeks	~	3486	~	~
11 weeks	~	3762	~	~
12 weeks	~	4038	~	4038
Each additional week	~	276	~	~

Homestay accommodation fees - single room (Euros)

For the first week	186
Each additional week	126
High season supplement <small>(24 June to 12 August - per week)</small>	36



Notes

- A** 30 lessons of intensive examination preparation, including:
- Developing the language skills required for all sections of the exam
 - Strategies for handling new vocabulary and unfamiliar topics
 - Focus on key skills for exam success
 - Regular timed sessions using practice tests
 - Feedback on performance, highlighting areas for improvement

Course entry dates 2012 X-1.30/X-2.30

JAN 3, 30	FEB 27	MAR 26	APR 23	MAY 21	JUN 18	JUL 16	AUG 13	SEP 10	OCT 8	NOV 5	DEC 3*
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* Course X-2.30 only

X-3.30/X-4.30 - See page 17

Course	X-5.30	X-6.30
Course type	Intensive Course plus Examination Practice for TOEFL Test of English as a Foreign Language	Intensive Course plus Examination Practice for TOEIC Test of English for International Communication
Examinations offered by	Educational Testing Service	Educational Testing Service
Total lessons per week (45 minutes)	30	30
General English lessons	25	25
Examination practice lessons	5	5
Language levels for entry	Intermediate to Advanced See note B	Intermediate to Advanced See note B
Intensive English class size	Average 10 (Max.15)	Average 10 (Max.15)
Examination practice class size	Average 8 (Max.12)	Average 8 (Max.12)
Minimum age	16	16
Course duration (weeks)	4 - 16	4 - 12
Course fees	Euros	Euros
4 weeks	1506	1506
Includes 5 weeks	1836	1836
enrolment fee, 6 weeks	2166	2166
all textbooks 7 weeks	2496	2496
and educational 8 weeks	2826	2826
materials 9 weeks	3156	3156
10 weeks	3486	3486
Each additional week	276	276

Homestay accommodation fees - single room (Euros)

For the first week	186
Each additional week	126
High season supplement (24 June to 12 August - per week)	36

Course entry dates 2012

X-3.30/X-4.30

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
~	~	19*	16	~	~	~	~	10*	8	~	~

* Course X-4.30 only

X-5.30/X-6.30

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
3, 30	27	26	23	21	18	16	13	10	8	5	3

Course fees include...

Administrative services

- Enrolment fee
- Student card

Education

- All tuition
- Use of the multi-media learning centre
- All textbooks and teaching materials
- Ring binder
- Educational Advisory Service
- Certificate of Studies (subject to satisfactory completion)

Sightseeing tour

- Coach tour of the area on the first day of the course

Internet access

- Computers available in the self-service restaurant, multi-media learning centre and the language laboratory. Free wireless internet access.

Sports and leisure activities

- Film shows, table tennis, table football and board games
- A wide range of excursions, sports, social and leisure activities (some at extra cost)

Homestay accommodation fees include...

Single room

From the Sunday before course commencement to the Sunday after its completion

Meals

Breakfast and evening meal Monday to Friday; breakfast, a light lunch and evening meal on Saturday and Sunday (lunch from Monday to Friday may be purchased in the self-service restaurant at the school).

Alternative accommodation

Please see page 33.

Please note

The fees specified for these courses are valid from 1 January to 31 December 2012. For enrolments which continue into the following year, revised fees will apply with effect from 1 January 2013.

The examination fees are not included in the course fees. They are published on the website from October 2011.

Notes

B We have recommended minimum English language levels for our Examination Courses. If you would like an indication of your English language level, we can advise you on a suitable test to take before you enrol. This will be used as a guide, and final acceptance is subject to our entry test held at the school. If you have not yet reached the required level, you can first enrol for a period of preparation in the Intensive Course **G-1.20**, **G-1.25** or **G-1.30**.



Business and Specialised Programme



For many business and professional people, the ability to speak English is no longer a luxury; it is a necessity for success. At AC we offer a choice of scheduled and specially arranged courses to meet this need.

Scheduled Courses

Our short business and specialised courses cover the following areas:

- English for Business Communication
- English for Finance and Banking
- English for Management
- English for Marketing and Sales
- English for Medical Practice
- English for Legal Practice

They are suitable for people at all levels of an organisation from administrative staff to management, and for students preparing for professional employment. They combine 20 lessons of intensive general English tuition with 10 lessons each week developing the language of your chosen specialisation - arranged in independent modules so that you can enrol for a period of time convenient to you. The essential language used in these specialised areas is listed on pages 19 and 20.

Your teachers, who have background knowledge of the subject of your choice, will use a wide variety of methods and materials including authentic texts, documents and recorded material appropriate to your work. Role-play, student presentations and guided and free discussion will give you the realistic practice you need.

BS





English for Business Communication

- Background of business
- Customer care
- Public relations
- Business correspondence and communication
- Contracts and agreements
- Business proposals and quotations
- Meetings and conferences
- Preparing and analysing reports
- Interviews and negotiations
- Telephoning skills

English for Finance and Banking

- Company structure
- Financial organisation
- Budgeting and financial planning
- Banking and bank services
- Currencies and foreign exchange
- Accountancy and financial transactions
- Investment appraisal
- Taxation and insurance
- Financial documentation and correspondence
- Examination practice for the International Certificate in Financial English (ICFE)

English for Management

- The role of the manager
- Company organisation and control
- Management strategy and decision-making
- Employment documentation
- Industrial relations - consultation and mediation
- Interviewing, selection and recruitment
- Staff training and appraisal
- Targets and budgets
- Human resources
- Inter-departmental communication

English for Marketing and Sales

- Marketing strategies
- Sales promotion
- Advertising
- Product awareness
- Marketing and sales presentations
- Meetings, conferences and negotiations
- Contracts and agreements
- Market research, surveys and statistics
- Forecasts and projections
- Effective oral and written communication

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English for Medical Practice

- Communication in medical practice
- The human body
- Disease and injury
- Drugs, medicines and side-effects
- Conducting medical examinations
- Diagnosis, prescription and treatment
- Operations - benefits and risks
- The health industry and alternative medicine
- Medical publications and research
- Oral communication with patients and medical staff

English for Legal Practice

- Legal principles and practice
- International law
- Legal concepts, rights and obligations
- Negotiating contracts and agreements
- Company and commercial law
- Interviewing and advising clients
- Considering evidence and preparing a brief
- Presenting your case
- Arguing points of law
- Examination practice for the International Legal English Certificate (ILEC)

Additional Study

Homework (written assignments, preparation and revision) is an integral part of the course. We also recommend that some time should be devoted to additional study in the Multi-Media Learning Centre, with computers, internet access, TV, DVD, language laboratory, reference library and private study facilities. Free wireless internet access is also available on campus.



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Executive Centre Upgrade

You may wish to upgrade your course and take your 20 lessons of intensive English tuition in a mini group of a maximum of 4 students in the exclusive Executive Centre (Courses B-1.30E - S-6.30E). Please refer to page 24 for details.

Intensive Courses plus English for Business and Specialised Subjects 2012

Course	B-1.30	B-2.30	B-3.30	B-4.30	S-5.30	S-6.30
Course type	Business Subjects					
	B-1.30	English for Business Communication				
	B-2.30	English for Finance and Banking (see note A)				
	B-3.30	English for Management				
	B-4.30	English for Marketing and Sales				
	Specialised Subjects					
	S-5.30	English for Medical Practice				
	S-6.30	English for Legal Practice (see note A)				
Total lessons per week (45 minutes)	30					
General English lessons	20					
Specialised lessons	10					
Language levels for entry	Intermediate to Advanced See note C					
General English - class size	Standard option: Class average 10 (Max.15) See note B					
Specialised English - group size	Average 4 (Max. 6) Average 5 (Max. 8) 21 May to 24 August					
Minimum age	18					
Course duration (weeks)	2 - 4					
Course fees	Euros					
Includes enrolment fee, all textbooks and educational materials	2 weeks	978				
	3 weeks	1374				
	4 weeks	1770				
Standard homestay accommodation fees - single room (Euros)						
For the first week	186					Accommodation For further details of standard homestay, executive homestay and alternative accommodation please see pages 32 - 33.
Each additional week	126					
High season supplement (24 June to 12 August - per week)	36					
Executive homestay accommodation fees - single room (Euros)						
For the first week	318					
Each additional week	258					
High season supplement (24 June to 12 August - per week)	36					

Course fees include...

Administrative services

- Enrolment fee
- Pre-training assessment
- Student card

Education

- All tuition
- Use of the multi-media learning centre
- All textbooks and teaching materials
- Ring binder
- Educational Advisory Service
- Certificate of Studies (subject to satisfactory completion)

Sightseeing tour

- Coach tour of the area on the first day of the course

Internet access

- Computers available in the self-service restaurant, multi-media learning centre and the language laboratory. Free wireless internet access.

Sports and leisure activities

- Film shows, table tennis, table football and board games
- A wide range of excursions, sports, social and leisure activities (some at extra cost)

Homestay accommodation fees include...

Single room

From the Sunday before course commencement to the Sunday after its completion

Meals

Breakfast and evening meal Monday to Friday; breakfast, a light lunch and evening meal on Saturday and Sunday (lunch from Monday to Friday may be purchased in the self-service restaurant at the school).

Notes

A Courses B-2.30 and S-6.30 may include special exam practice sessions for the International Certificate in Financial English (ICFE) and the International Legal English Certificate (ILEC) respectively. Please refer to page 15 for examination dates.

B Students may elect to take their 20 lessons of intensive English tuition in the Executive Centre with an average of 2 students (max. 4) per mini group, please refer to page 24.

C If you would like an indication of your English language level, we can advise you on a suitable test to take before you enrol. This will be used as a guide, and final acceptance is subject to our entry test held at the school. If you are not yet at the minimum level required, you will be transferred to a suitable alternative course.

Course entry dates 2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
3, 16, 30	13, 27	12, 26	10, 23	8, 21	18	2, 16, 30	13, 28	10, 24	8, 22	5, 19	3*

* 2 or 3 weeks only



Executive Programme



The AC Executive Programme provides stimulating language training for busy professionals. The tuition is highly intensive and offers the most effective means of learning or improving your English in the shortest possible time.

The executive centre

On this programme you study in our exclusive executive centre within our main campus. There are study rooms for mini groups and individuals, and a comfortable private lounge for relaxation during your breaks – with computers and wireless internet access. Your specially selected teachers will ensure close attention to your educational needs.

Learning objectives

Having identified your needs and established your level, we plan your course and then monitor your progress and regularly review your learning priorities:

- Pre-training assessment form
- Entry test and needs analysis
- Individual tutorial in week one
- Weekly feedback form

Personalised learning

You do not need to worry if you have a low level of English or if it has been a long time since you studied in the classroom. Whether you are a beginner or a graduate in English, the teaching will be productive, enjoyable and appropriate to your needs.





Your choice of courses

The centre offers four categories of courses:

- **Intensive Study in a Mini Group**, in which you work with a very small, select group of people with similar levels of English to your own.
- **Intensive Study in a Mini Group plus English for Business and Specialised Subjects**, such as Business Communication, Finance and Banking, Management, Marketing and Sales, Medical Practice and Legal Practice.
- **Intensive Study in a Mini Group plus Individual Tuition**, which combines group study with one-to-one lessons to meet your own particular needs.
- **Intensive Individual Tuition**, where you work with your personal team of two or three teachers, one-to-one.

Specialised individual tuition

(Courses E-2.30 to E-2.40 and E-3.20 to E-3.40)

10 lessons of your weekly individual tuition may focus on specialised individual tuition in the English of your own personal choice, selected from the subjects listed on page 25. If you choose examination preparation, you can prepare for any of the examinations listed on page 15.

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E



Programme Features

- Use of the exclusive executive lounge
- Optional preparation of a presentation, which we analyse and record on DVD
- Progress report and recommendations for further study on course completion
- Wireless internet access and exclusive use of computers in the executive lounge
 - Weekly buffet lunch with your teachers and other executive students
- Complimentary tea, coffee and biscuits are available throughout the day

Executive Courses 2012

Course	E-1.20	E-1.25	E-1.30	B-1.30E	B-2.30E	B-3.30E	B-4.30E	S-5.30E	S-6.30E
Course type	Intensive Study in a Mini Group			Intensive Study in a Mini Group plus English for Business and Specialised Subjects					
				Business Subjects					
				B-1.30E	English for Business Communication				
				B-2.30E	English for Finance and Banking (see note A on page 25)				
				B-3.30E	English for Management				
				B-4.30E	English for Marketing and Sales				
				Specialised Subjects					
				S-5.30E	English for Medical Practice				
				S-6.30E	English for Legal Practice (see note A on page 25)				
Total lessons per week <small>(45 minutes)</small>	20	25	30	30					
General English lessons	20	25	30	20					
Specialised lessons	~	~	~	10					
Language levels for entry	Beginner to Advanced See note B on page 25			Intermediate to Advanced See note C on page 25					
General English - mini group size	Average 2 (Max. 4)			Average 2 (Max. 4)					
Specialised English - group size	~			Average 4 (Max. 6) Average 5 (Max. 8) 21 May to 24 August					
Minimum age	18			18					
Course duration (weeks) <small>Longer courses by arrangement</small>	1 - 12			2 - 4					
Course fees	Euros			Euros					
For the first week	834	978	1122	~					
2 weeks	1512	1800	2088	1938					
3 weeks	2190	2622	3054	2802					
4 weeks	2868	3444	4020	3666					
Each additional week	678	822	966	~					

Executive homestay accommodation fees - single room (Euros)

For the first week	318
Each additional week	258
High season supplement <small>(24 June to 12 August - per week)</small>	36

Course entry dates 2012

E-1.20, E-1.25, E-1.30 - See page 25

B-1.30E, B-2.30E, B-3.30E, B-4.30E S-5.30E, S-6.30E

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
3, 16, 30	13, 27	12, 26	10, 23	8, 21	18	2, 16, 30	13, 28	10, 24	8, 22	5, 19	3*

* 2 or 3 weeks only

Course	E-2.30	E-2.35	E-2.40	E-3.20	E-3.25	E-3.30	E-3.35	E-3.40
Course type	Intensive Study in a Mini Group plus Individual Tuition			Intensive Individual Tuition				
Total lessons per week <small>(45 minutes)</small>	30	35	40	20	25	30	35	40
General English lessons	20	25	30	~	~	~	~	~
Individual lessons	10	10	10	20	25	30	35	40
Specialised individual tuition	Yes See section below			Yes See section below				
Language levels for entry	Beginner to Advanced See note B			Beginner to Advanced See note B				
Mini group size	Average 2 (Max. 4) (Plus individual tuition)			Individual tuition				
Minimum age	18			18				
Course duration (weeks) <small>Longer courses by arrangement</small>	1 - 12			1 - 12				

Specialised individual tuition

10 lessons of your weekly individual tuition may focus on specialised individual tuition in the English of your own personal choice, selected from:

- Aviation
- Business
- Engineering
- Finance
- Legal practice
- Linguistics
- Medical practice
- Management
- Examination preparation
- Human resources
- Social English
- Maritime industry
- Hotels and restaurants
- Information technology
- Health and safety at work
- Marketing and sales
- Travel and tourism
- Military English
- Industry and technology

If the specialised subject you require is not listed, please contact us to check its availability.

Course fees	Euros			Euros					
For the first week	1446	1584	1722	1392	1674	2004	2286	2568	
<small>Includes enrolment fee, all textbooks and educational materials</small>	2 weeks	2688	2964	3240	2628	3192	3804	4368	4932
3 weeks	3930	4344	4758	3864	4710	5604	6450	7296	
4 weeks	5172	5724	6276	5100	6228	7404	8532	9660	
Each additional week	1242	1380	1518	1236	1518	1800	2082	2364	

Executive homestay accommodation fees - single room (Euros)

For the first week	318
Each additional week	258
High season supplement <small>(24 June to 12 August - per week)</small>	36

Alternative accommodation

Please see page 33.

Course fees include...

Administrative services

- Enrolment fee
- Pre-training assessment
- Student card

Education

- All tuition
- Use of the Executive Centre lounge and facilities
- Use of the multi-media learning centre
- All textbooks and teaching materials
- Ring binder
- Educational Advisory Service
- Individual tutorial during your first week
- End-of-course progress report
- Certificate of Studies

Internet access

- Computers available in the Executive Centre lounge, self-service restaurant, multi-media learning centre and the language laboratory. Free wireless internet access.

Sports and leisure activities

- Film shows, table tennis, table football and board games
- A wide range of excursions, sports, social and leisure activities (some at extra cost)

Executive accommodation fees include...

Single room

From the Sunday before course commencement to the Sunday after its completion

Meals

Breakfast and evening meal Monday to Friday; breakfast, a light lunch and evening meal on Saturday and Sunday (lunch from Monday to Friday may be purchased in the self-service restaurant at the school).

Notes

A Courses B-2.30E and S-6.30E may include special exam practice lessons for the International Certificate in Financial English (ICFE) and the International Legal English Certificate (ILEC) respectively. Please refer to page 15 for examination dates.

B Participants at beginner to elementary levels should enrol for a minimum of 2 weeks.

C If you would like an indication of your English language level, we can advise you on a suitable test to take before you enrol. This will be used as a guide, and final acceptance is subject to our entry test held at the school. If you are not yet at the minimum level required, you will be transferred to a suitable alternative course.

Course entry dates 2012

E-1.20, E-1.25, E-1.30 E-2.30, E-2.35, E-2.40 E-3.20, E-3.25, E-3.30, E-3.35, E-3.40

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
3, 9, 16, 23, 30	6, 13, 20, 27	5, 12, 19, 26	2, 10, 16, 23, 30	8, 14, 21, 28	6*, 11, 18, 25	2, 9, 16, 23, 30	6, 13, 20, 28	3, 10, 17, 24	1, 8, 15, 22, 29	5, 12, 19, 26	3, 10, 17

* Courses E-1.20, E-1.25, E-3.20 and E-3.25 only



Club 45+ Programme

More and more people in their forties, fifties and beyond appreciate the attraction of a short, well organised study programme - especially when it's combined with enjoyable foreign travel. If you are forty-five or over, this programme offers you the ideal opportunity to visit England for a stimulating and productive holiday.

Your classes

- You will study in a class where the minimum age is forty-five. There is no upper age limit.
- The classroom approach is to create an informal atmosphere for purposeful learning, conducted at a pace suitable for those who may not have been in a classroom for many years
- Our friendly and approachable teachers will make the classes interesting and enjoyable and will use the latest teaching methods and materials to build your confidence in speaking English
- Group activities will be arranged to improve your comprehension and communication skills, such as guided and free conversation practice, role play and discussion of aspects of British and international life, customs and culture
- Outside your lessons and activities, you will have free access to the Multi-Media Learning Centre

Excursions and leisure activities

Outside the classroom you will have the benefit of guided excursions to places of historical and cultural interest, and of carefully arranged leisure activities. You will also have time for sightseeing and shopping on your own or with your new friends from the school.

Your accommodation

We normally provide accommodation with selected homestay families so that you will have no worries about your welfare and your meals. If you prefer to be independent, however, we can recommend hotels or guest houses to meet your needs.



F

Programme Features

- Enjoyable English language tuition
- Relaxed conversation and discussion of current affairs and British life, customs and culture
- All levels from Elementary to Upper Intermediate
- Special excursions and leisure activities
- Free access to the multi-media learning centre



Special Courses for the Over 45s 2012

Course	F-1.20	
Course type	English Language and Cultural Activities	
Lessons per week (45 minutes)	20	
Language levels for entry	Elementary to Upper Intermediate	
Class size	Average 9 (Max.12)	
Excursions	2 per week	
Leisure and cultural activities	2 per week	
Minimum age	45 - no upper limit	
Course are held between	14 May - 2 June 28 August - 22 September	
Activities programme		
Excursions, leisure and cultural activities	For detailed information on excursions and activities, please ask for our Club 45+ Programme	
Course fees	Euros	
Includes enrolment fee, all textbooks and educational materials	1 week	492
	2 weeks	876
	3 weeks	1260
	4 weeks	1644
Standard homestay accommodation fees - single room		
	Euros	
For the first week	186	
Each additional week	126	
Superior homestay accommodation fees - single room		
	Euros	
For the first week	318	
Each additional week	258	

2 - 4 week course entry dates 2012

MAY*	AUG	SEP
14, 21	28	3, 10

* Maximum 3 weeks duration

1 week course entry dates 2012

MAY	SEP
28	17

Excursions planned

2 excursions per week included in course fees (services of a guide, gratuities and where appropriate, entrance fees are also included):

- London to include a walking tour of Westminster, a visit to a museum and time for additional sightseeing or shopping.
- Winchester, England's Capital City in Saxon times and famed for one of Europe's finest Cathedrals. Includes a visit to Highclere Castle.
- Mottisfont Abbey, which houses in its walled gardens, the national collection of old fashioned roses.
- The City of Salisbury - enjoy the market and Mompesson House.
- Brighton - visits to the Royal Pavilion and 'The Lanes', 17th century fishermen's cottages now housing antique and jewellery shops.
- Athelhampton House and Gardens.
- The Titanic Exhibition at Southampton's Sea City Museum.
- Sherborne Castle.

Optional excursions

At extra cost (minimum 22 participants):

- London to include a visit to the Tower of London and Kew Gardens.
- Isle of Wight to include Osborne House, the holiday home of Queen Victoria.
- Stonehenge and Stourhead House and Gardens.

Leisure and cultural activities

2 activities per week included in course fees:

- Sightseeing tour of the area.
- Traditional English pub night in the New Forest National Park with the teaching staff (meal and drinks not included).
- Bowls afternoon - meet local residents of Bournemouth, make new friends and participate in a game of bowls.
- Role Play - act out everyday situations.
- 'The chat room' - conversational skills.
- Social English - interactive activities.
- Quiz session with prizes.
- Cultural Topics - Mini lectures and discussions.

Course fees include...

Administrative services

- Enrolment fee
- Student card

Education

- All tuition
- Use of the multi-media learning centre
- All textbooks and teaching materials
- Ring binder
- Certificate of Studies

Internet access

- Computers available in the self-service restaurant, multi-media learning centre and the language laboratory.
- Free wireless internet access.

Activities programme

- Excursions, leisure and cultural activities (including all entrance fees)

Homestay accommodation fees include...

Single room

From the Sunday before course commencement to the Sunday after its completion

Meals

Breakfast and evening meal Monday to Friday; breakfast, a light lunch and evening meal on Saturday and Sunday (lunch from Monday to Friday may be purchased in the self-service restaurant at the school).

For further details of standard and superior homestay accommodation please see page 32.

Alternative accommodation

For other accommodation please see page 33.

Partner programme

Your partner or a friend may come with you to England and participate in the excursions, leisure and cultural activities without taking the lessons. The fees (excluding homestay accommodation) are:

1 week	252€
2 weeks	444€
3 weeks	636€
4 weeks	828€



Teacher Training Programme

AC offers teacher training courses designed to develop the knowledge and teaching skills of people who teach English to secondary and adult learners, and also people who are interested in teaching as a career.

20 lessons per week (Course T-1.20) of language teaching methodology and personal language development. In this course, participants will explore and experience lively and creative teaching strategies and ideas designed to refresh their teaching and to develop and extend their own language proficiency.

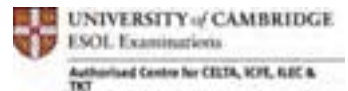
Plus

10 lessons per week (Course T-1.30) of Teaching Knowledge Test (TKT) practice for modules 1, 2 and 3 aimed at providing participants with the opportunity to work through carefully selected material from the test module(s) appropriate to them. These lessons include feedback and guidance from the trainer.

- Module 1 - Language and background to language learning and teaching.
- Module 2 - Planning lessons and use of resources for language teaching.
- Module 3 - Managing the teaching and learning process.

or

10 lessons per week (Course T-2.30) of CLIL (Content and Language Integrated Learning) module practice. This course aims to give participants greater awareness of the main theories, approaches and activities in CLIL and to encourage analysis of their usefulness or adaptability to their own teaching contexts. The 10 lessons provide participants with the opportunity to work through carefully selected material from this test module. These lessons include feedback and guidance from the trainer.



T

Additional Information

- Additional entry dates and test dates can be arranged for groups
- We are a test centre for the University of Cambridge Teaching Knowledge Test (TKT)



Language and Methodology of English Teaching 2012

plus optional Teaching Knowledge Test (TKT/CLIL) Modules

Course	T-1.20	T-1.30	T-2.30
Lessons per week (45 minutes)	20 20 lessons of teaching methodology plus - Personal language development - British life and culture	30 20 lessons of teaching methodology plus - Personal language development - British life and culture plus 10 lessons of TKT modules 1, 2, 3 practice	30 20 lessons of teaching methodology plus - Personal language development - British life and culture plus 10 lessons of TKT CLIL (Content and Language Integrated Learning) module practice
Guided private study (Minimum sessions per week)	5	5	5
Minimum language levels for entry	Intermediate - see note A	Intermediate - see note A	Intermediate - see note A
Class size	Average 10 (Max. 15)	Average 10 (Max. 15)	Average 10 (Max. 15)
Minimum age	20	20	20
EU funding available	See note B	See note B	See note B
Course duration (weeks)	2, 3 or 4	2 or 4	2
Courses are held between	9 July - 3 August	9 July - 3 August	9 July - 3 August
Course fees	Euros	Euros	Euros
Includes enrolment fee, all textbooks and educational materials	2 weeks	576	846
	3 weeks	816	~
	4 weeks	1056	~
Test fees	Euros	Euros	Euros
Per module	On application	On application	On application

Homestay accommodation fees - single room (Euros)

For the first week	186
Each additional week	126
High season supplement (24 June to 12 August - per week)	36

Course entry dates 2012

T-1.20 T-1.30, T-2.30

JUL
9, 16,
23

JUL
9, 23

Test dates for the University of Cambridge TKT

We must receive your enrolment at least 8 weeks before the test date. Please see page 15 for further details.

JUL AUG
20 3

Course fees include...

Administrative services

- Enrolment fee
- Pre-training assessment
- Student card

Education

- All tuition
- Use of the multi-media learning centre
- All textbooks and teaching materials
- Ring binder
- Educational Advisory Service
- Certificate of Studies (subject to satisfactory completion)

Internet access

- Computers available in the self-service restaurant, multi-media learning centre and the language laboratory. Free wireless internet access.

Sports and leisure activities

- Film shows, table tennis, table football and board games
- A wide range of excursions, sports, social and leisure activities (some at extra cost)

Homestay accommodation fees include...

Single room

From the Sunday before course commencement to the Sunday after its completion

Meals

Breakfast and evening meal Monday to Friday; breakfast, a light lunch and evening meal on Saturday and Sunday (lunch from Monday to Friday may be purchased in the self-service restaurant at the school).

Alternative accommodation

Please see page 33.

Notes

A At least an Intermediate level of English - level B1 of the Council of Europe's Common European Framework of Reference for Languages (CEFR) - e.g. PET, IELTS band score of 4. If you would like an indication of your English language level, we can advise you on a suitable test to take before you enrol. This will be used as a guide, and final acceptance is subject to our entry test held at the school. If you are not yet at the minimum level required, you will be transferred to a suitable alternative course.

B As a student of AC a British Council accredited school, you may be eligible for funding through the EU Socrates-Comenius Programme. To find out if you are eligible please visit their website at:
www.ec.europa.eu



Other AC Programmes



Professional Training

In addition to our scheduled courses, we provide general, professional and technical English language training programmes, by special arrangement, for government departments, commercial organisations and educational and training institutions throughout the world.

Specialisations offered include:

- **English for International Business and Industry**

Business Communication, Finance and Banking, Management, Marketing and Sales, Hospitality and Tourism, Legal Practice, Medical Industry, Health and Safety, Engineering and Maritime.

- **English for Military and Security Personnel**

Air Force, Army and Naval Personnel, Police Force and Immigration and Security Officers.

Aviation English Division

AC's Aviation English Division has been providing specialised English language courses to aviation organisations and individuals worldwide since 1971.

Courses available include:

- Introduction to Aviation English
- English for Pilots and Air Traffic Controllers
- Teaching Methodology Course for Teachers of Aviation English
- Professional Training Course for Raters/Assessors

Teacher Training Centre

AC is an approved Training Centre for the University of Cambridge Certificate in English Language Teaching to Adults (CELTA). These courses are designed for native or near native speakers of English and are offered on a full-time or part-time basis.



**WITH
PLYMOUTH
UNIVERSITY**



Postgraduate Diploma in Aviation Language Teaching and Assessment

Offered in partnership with Plymouth University, this formal professional qualification aims to provide continuing professional development opportunities related to teaching in the field of Aviation Language. The programme consists of four modules:

- Aviation Language within the Aviation Industry
- Aviation Language Teaching Methodology
- Aviation Language Course Design
- Formal Rating and Assessment in Aviation Language

**To be introduced
in 2012**

Young Learners Programme

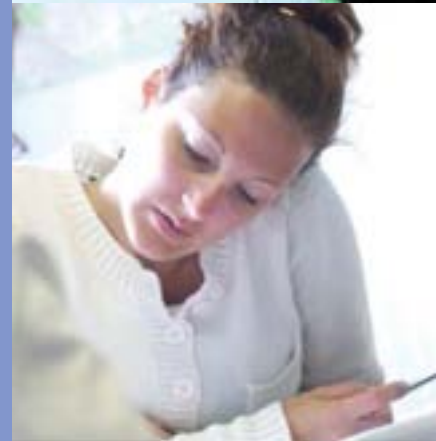
English Language and Activity Courses for students aged 10-15 years. Lively, motivating, fun lessons and outstanding programmes of guided excursions, sports and leisure activities. These courses provide a high level of supervision and student care.

Vacation Programme

English Language and Activity Courses for students aged 16-19 years. A comprehensive programme of English language learning, excursions, sports and leisure activities.

Parent and Child Programme

With our extensive range of English language programmes, AC is pleased to offer courses for parents who wish to study at the same time as their children. Our courses take place in Bournemouth, a renowned coastal resort and an ideal location for a relaxing holiday.



**Please contact
us for further
details**





Homestay Accommodation



Selection of homestay accommodation

Carefully selected homestay accommodation is an established feature of all our programmes. Thanks to our careful selection, administration and supervision of our homestay accommodation, we ensure that you are comfortable and well looked after during your course.

Homestay accommodation also provides a useful extension of your studies: the opportunity to practise your English outside the classroom and to benefit from total immersion in the English-speaking community. You'll learn more about British culture and the people of Great Britain - and it will make a real contribution to your progress.

Standard homestay accommodation

Available for all students:

- A pleasantly furnished single bedroom
- Shared shower or bathroom and toilet facilities
- 16 meals per week
- A light laundry service will be provided

Executive/Superior homestay accommodation

Available for students attending the Executive Programme and subject to availability for Business and Specialised, Professional Training, Aviation and Club 45+ Programmes:

- A spacious, comfortably furnished bedroom
- Exclusive use of a shower or bathroom and toilet facilities
- 16 meals per week
- A washing and ironing service will be provided
- Internet access is available in most executive homes

Our executive/superior hosts provide an enhanced standard of hospitality and comfort.

Alternative Accommodation



Alternative accommodation

While we strongly recommend homestay accommodation, alternative accommodation can be arranged on request for students over the age of 18 years. Any student under the age of 18 years, for whom the school arranges alternative accommodation, must be accompanied by an adult. If you wish to make your own accommodation arrangements, please refer to the Bournemouth Tourism website at www.bournemouth.co.uk

Student hotel accommodation

En-suite rooms in 'student hotel accommodation', a short bus journey from the school. Details on application.

Hotels and guest houses

Hotels and guest houses with prices starting from £ 35 per night for bed and breakfast. Reservations made on behalf of students are subject to a reservation fee.

Room and breakfast or room only

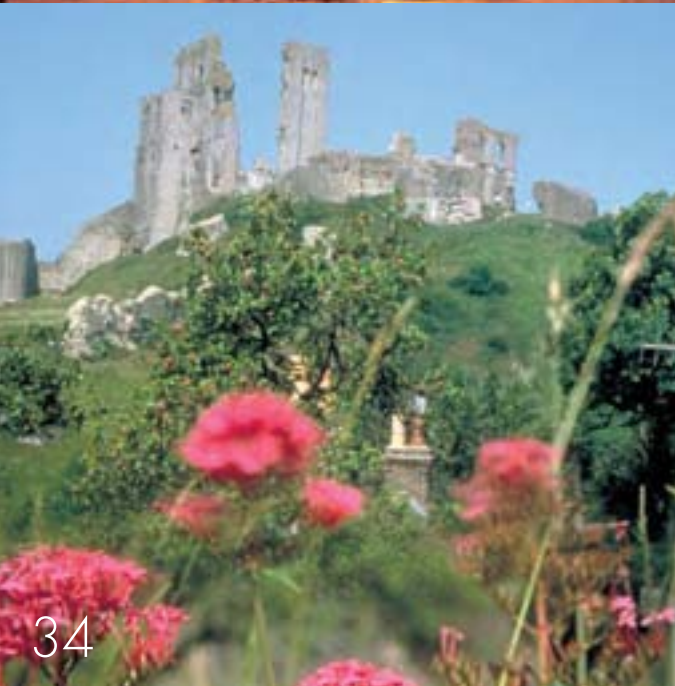
For students aged 18 years or over it may be possible to arrange homestay accommodation on a room and breakfast, or room only basis.

Please contact us for details and availability.





Excursions



Excursions

At AC we give you every opportunity to see the sights of Southern England. Throughout the year we offer an extensive choice of full-day and half-day guided excursions to interesting towns and cities, historic castles and stately homes, safari parks and areas of outstanding natural beauty. You can visit the great landmarks of London, go shopping in Oxford Street or see the world's leaders in the waxworks at Madame Tussaud's. You can visit the university city of Oxford, or look round Winchester, the ancient capital of England. You can see the famous Lions of Longleat, Stratford-upon-Avon, Warwick Castle and many other fascinating places according to your choice.

Visits and excursions are arranged to events of special interest, such as air displays, exhibitions and international sports fixtures as they occur. Whatever your preferences, you will probably find them featured in the excursion programme.

Leisure & Sports



Leisure

At AC we arrange leisure activities such as film shows, table tennis, table football and board games (included in the fees).

In addition, Bournemouth has all the leisure and entertainment facilities of a leading holiday resort:

- Cinemas and theatres with films and plays of every kind
- Concerts, exhibitions and other events of international calibre
- Every kind of music - including the famous Bournemouth Symphony Orchestra
- An exceptional choice of pubs, clubs and lively places of entertainment

These activities add a new dimension to your studies, improve and extend your English, and help to ensure that you enjoy your stay with us.

Sports

You can select from a wide choice of sports activities (some at extra cost):

- Every kind of water sport, including sailing, water-skiing, surfing and windsurfing in Bournemouth Bay or in Poole Harbour, Europe's largest natural harbour
- Swimming in the sea or in a choice of indoor pools
- Team games, such as football, volleyball, basketball and softball
- Individual sports such as tennis, badminton and bowls
- Visits to local sports centres for gymnastics, squash, fitness training or martial arts

You can go horse riding in the nearby New Forest National Park, play golf on your choice of excellent courses in and around Bournemouth, or compete with your friends at ten-pin bowling.

Whichever activities you prefer, our staff will be available to help you with the arrangements.



Car and coach transfers on arrival and departure



AC car transfers 2012

Any destination	Charges per car per single journey (maximum 2 passengers including luggage)		
<p>Operates daily throughout the year. Charges for other points of arrival or departure and for more than 2 passengers, are available on request.</p> <p>Reservation of car transfer services</p> <p>To guarantee this service the arrival/departure details are required no later than 7 days in advance. Late notification may result in you having to make your own transfer arrangements.</p>	London Heathrow Airport (LHR)	London Gatwick Airport (LGW)	London City Airport (LCY)
	180€	198€	264€
	London Stansted Airport (STN)	London Luton Airport (LTN)	Southampton Airport (SOU)
	258€	228€	90€
Additional charges for delays			
	Up to 2 hours' waiting time from the notified time of arrival no charge	Each additional 30 minutes delay or part thereof, for whatever reason, including parking charges - 20€	

Charges for transfers

The charges quoted are per car, whether it is used by 1 or 2 passengers. If either or both passengers fail to arrive, the full charge remains payable. If 2 passengers are sharing a car, they must arrive and depart on the same flight.

Fuel surcharge

If a transportation company levies a surcharge because of an increase in the price of fuel, the additional cost will be charged to you.

AC coach transfers 2012

From/to London Heathrow	June, July and August only - arriving/departing - Terminals 1, 2, 3, 4 and 5	
<p>London Heathrow Airport (LHR) only</p> <p>Operates every Sunday from 10 June to 19 August 2012 to Bournemouth, and from 10 June to 2 September 2012 from Bournemouth</p> <p>Journey time: 2 to 2½ hours</p> <p>Reservation and confirmation of flight details required no later than 7 days in advance. Late notification may result in you having to make your own transfer arrangements.</p>	When you leave the Customs Hall you will see our Representative waiting for you in the Arrivals Area. For Terminal 5, meet our representative in front of the "COSTA" sign.	
	Charges per person	
	From London Heathrow Airport (LHR) to accommodation - 44€	
	From accommodation to London Heathrow Airport (LHR) - 38€	
	<p>Charges include:</p> <ul style="list-style-type: none"> - Meeting and guiding you to the coach - Coach transfer - Taxi to your accommodation in Bournemouth on arrival and, when a return transfer to the airport is reserved, from accommodation to the school on departure 	<p>Getting you to your destination</p> <p>It is our aim to get you to your destination as quickly as possible. However, please take into account that delays may occur due to late release of luggage, UK Border Control, Customs Control and heavy road traffic.</p>

On arrival

Our coaches depart from London Heathrow Airport (LHR) to Bournemouth at regular intervals between 08.00 and 20.00 hours. Depending on the time you enter the Arrivals Hall, you may have to wait up to 3 hours for the next coach departure.

On departure

Our coaches depart from AC, Bournemouth to London Heathrow Airport (LHR) at regular intervals between 05.00 and 16.00 hours. You should allow 5 hours for travel, check-in and security procedures. For flights departing before 10.00 hours or after 21.00 hours, National Express coach services or AC car transfer services are available.

Public airport transfers 2012

National Express Coaches from London Airports	Train Services from Southampton Airport	Arrival in Bournemouth at the Travel Interchange	Bournemouth Airport Shuttle Buses
<p>National Express coaches operate daily throughout the year from the following airports:</p> <ul style="list-style-type: none"> - London Heathrow - London Gatwick - London Stansted - London Luton - London City <p>For the latest information on National Express coach services, including timetables and prices, you can visit the website: www.nationalexpress.com</p>	<p>There are frequent train services from Southampton Airport to Bournemouth railway station. Full information on these services is available on request, or at the website: www.nationalrail.co.uk</p>	<p>We have special arrangements with MOBILE RADIO CARS to have cars available at the coach terminal/railway station within the Bournemouth Travel Interchange to take you to your accommodation.</p> <p>Mobile Radio Cars' Telephone No. 01202 51 80 00</p> <p>Approximate cost of taxi: £ 7 to £ 12</p>	<p>There are frequent bus services from Bournemouth International Airport to Bournemouth town centre where taxis are available to take you to your accommodation. Full information on these services is available on request, or at the website: www.bournemouth-airport-shuttle.co.uk</p>

Information for AC Car and Coach transfers



Reservation

These transfers must be booked no later than 7 days before the date of arrival, stating:

- name and address
- student reference number
- date of arrival
- time of arrival
- flight number
- airport of departure
- airport of arrival
- details of connecting flight if applicable

Arrival at the airport

When you leave the Customs Hall look for our Representative carrying a sign with the name of the school.



If you do not see our Representative then go to the INFORMATION desk. Ask the staff to call the AC Representative. If you arrive in London Heathrow Terminal 5, our Representative will be waiting for you in front of the "COSTA" sign.

If you have difficulties, call the emergency telephone number in your confirmation of enrolment letter.

Luggage identification

Place the AC labels on your luggage for easy identification and for recognition by our staff.

Luggage allowance - airlines

Please note that airlines apply different luggage restrictions (i.e. size, weight, contents and number of items). We advise you to check with the airline before you travel.

Luggage allowance - car and coach transfers

Your free allowance is one piece of luggage of a standard size and shape weighing not more than 23kg, plus one item of hand luggage of not more than 10kg.

If your luggage does not conform with the above, it is important that you advise us well in advance or you may find that the excess luggage cannot travel with you and you may incur additional costs.

Cancellation

Notice of cancellation or change of a transfer must be received by the school before 12.00 hours (British Time) on the Wednesday prior to

the scheduled day of arrival or departure. If such notice is not received within the period stipulated, we incur obligations to the transport companies and therefore the full charge is due.

Liability and insurance

We cannot accept responsibility for any delay in scheduled services, or if any service cannot be provided as specified, or for any loss, damage or injury to students or their property during travel. We advise you to take out personal insurance to cover yourself against these risks.

Payment

Payment for transfers must be made before the date of provision of the service. Any additional charges (e.g. delayed arrival) must be paid immediately on arrival at the school.

Emergency telephone numbers

In the case of an emergency during your transfer, please contact the emergency telephone number stated in your confirmation of enrolment letter.

Conditions of enrolment 2012

Pages 37 and 38

All enrolments are subject to these conditions, which become legally binding on confirmation of acceptance by AC, and to the age limitations and arrangements specified in AC's official publications.

The enrolled student intends and is able to follow and complete the course of study at Anglo-Continental and declares that he/she shall abide by all current UK laws and leave the United Kingdom at the end of his/her studies.

AC reserves the right to withhold confirmation of an enrolment, at its discretion, if such action is deemed necessary in the interests of the student or the school.

Fees

The fees for courses and accommodation are valid from 1 January to 31 December each year. The fees for the following year are normally published in July/August.

The fees must be received in full by AC not later than two weeks before course commencement. Course fees are calculated in complete weeks, and any part of a week is counted as a full week.

No compensation, fee reductions, refunds, credit, additional lessons or extension of the course can be given for:

- services or facilities included in the fees and not used;
- late entry to or absence or early departure from a course without formal curtailment;
- lessons replaced by testing, class allocation procedures or the sightseeing tour on course entry dates;
- days when schools are closed because of official holidays.

Any refunds which are approved can only be made by the office or Representative to whom

the fees were originally paid. AC reserves the right to make fee adjustments as a result of changes in exchange rates or statutory taxes without prior notice.

School regulations

AC publishes regulations to ensure that the courses operate smoothly. Acceptance of and compliance with these regulations, and with English law, are contractual obligations on the part of the student.

Whenever AC accepts the enrolment of a student below the minimum age specified for the course or below the age of 16 years, the person enrolling the student accepts responsibility for his or her conduct, security and well-being.

Conditions of enrolment (continued)

Cancellation or postponement of a course

An enrolment is not transferable but may be cancelled or postponed without incurring charges, provided that written notice is received by AC not less than two weeks before the scheduled date of course commencement. In the absence of such notice, or if less than two weeks' notice is received:

- in the case of cancellation, a fee of £ 500 is payable in lieu of notice;
- in the case of postponement, AC reserves the right to levy a charge to cover administration and accommodation costs incurred on the student's behalf;
- should the application for a visa be refused, we will refund any published fees paid in advance (after deduction of an administration charge of £ 50) provided that you send us a copy of the letter of refusal from the British Embassy before the intended start date of the course.

Any additional charges for services provided by a third party (such as UK Border Agency fees, hotel accommodation, flat rental and courier services) are not refundable.

Curtailement of a course (Excluding courses with reduced fees)

If a course of more than eight weeks' duration is curtailed by the student, four weeks' notice must be given to the school. If no notice or insufficient notice is given, course fees must be paid in lieu of notice together with any accommodation charges due. In all cases, course fees must be paid for a minimum of eight weeks.

If a course of eight weeks' duration or less is curtailed, no refund of course fees can be given. Students must have personal insurance against inability to attend or continue a course for medical or compassionate reasons (see 'liability and insurance').

Change of course (Excluding courses with reduced fees)

If after commencement of a course, the student wishes to change to a course of a lower

specification, two weeks' notice must be given to the school. If approved, the change must be made on a scheduled entry date for the new course.

Any refund due will be in the form of a credit towards any required extension of the amended course or towards any subsequent course with AC during the twelve months following the end of the amended course. The credit is not transferable to any other person, and no cash refund can be given.

English language level

Any information about your level received prior to your arrival will act as a guide only. Your English language level will be determined by our entry test on your first day. If you are not at the required level for your course, you will be transferred to a suitable alternative course.

Accommodation

The fee for the first week in homestay accommodation includes a non-refundable administration charge to cover the cost of selection, reservation and administration.

Any request to change or leave accommodation, either separately or in conjunction with the curtailement of a course, must be made to AC at least two weeks before the date of the proposed move and approved before the change is made. Failing this, accommodation fees are payable in lieu of notice. Accommodation fees continue to be payable for any periods of absence during the course.

Photographs and film

During our courses, we sometimes take photographs and film footage, some of which may be incorporated into future publicity material. If you do not wish to appear in any promotional publications, please advise us in writing before the start of your course.

Liability and insurance

AC, its Representatives and staff will not be liable for any loss, damage, illness or injury to persons or property however caused, except where such liability is imposed by statute. It is the student's responsibility to

take out personal insurance against all such risks, including inability to attend or continue a course and for the payment of medical expenses.

Force majeure

It shall be a fundamental condition of the contract between the student and AC or its Representatives that neither AC nor its Representatives shall be in any way liable to the student in the event of any service contracted to be supplied by them becoming impossible to supply by reason of industrial dispute or other cause outside their control.

Data protection

To ensure that your course at AC meets your requirements we and, if appropriate, the AC Representative in your own country will need to use the information you provide (such as your personal data and details of any special requirements) in order to process your enrolment.

We must pass your information on to those involved in providing you with services relating to your stay at AC such as, but not limited to, your reservation of accommodation and transfer services. The information may also be provided, if required, to security or credit-checking organisations, customs and the UK Border Agency as required by UK law.

Please note that where your information is held by an AC Representative, it will be subject to your Representative's own data protection policy and their country's national law.

Validity of conditions

These Conditions of enrolment and Additional conditions for long-term courses are valid from 1 January 2012 and are subject to English law. The English language version is legally binding in all cases.

AC reserves the right to waive or adjust the specifications of a course, which may include age limits, without prior notification.

Additional conditions for long-term courses

Additional conditions apply to:

- Long-Term General Programme
Courses: G-1.20L/G-1.25L/G-1.30L
- Academic Study Programme
Course: A-1.30

Curtailement of a course

If a long-term course is curtailed after its commencement, no refund of course fees can be given. It is the student's responsibility to take out personal insurance against inability to attend or continue a course for medical or compassionate reasons (see 'liability and insurance' above).

Change of course

An enrolment for a long-term course may not be changed after course commencement except where the student wishes to prolong or include a course of a higher specification with the approval of the school.

School holidays

Students following long-term courses may apply to take holidays, in complete weeks from Monday to Friday, at times convenient to the programme and with the approval of the Director of Studies. Holidays are allowed on the basis of a maximum

of two weeks per twelve weeks of the programme, and application must be made to the school not less than two weeks in advance. In each case the total course duration will be extended to compensate for the number of weeks' holiday taken. Holidays may not be taken when following intensive IELTS or FCE preparation, Examination Practice or Business and Specialised options.

General information

Your arrival

Before you travel to England, we will send you a letter of confirmation of enrolment and our 'Information Guide for Adults' which will give you all the information you need about your stay with AC.

Student care

When you are away from home, problems can arise. Most of these are easily solved with the help of our Student Services staff. In more complicated situations, or in cases where medical assistance is required, our welfare counsellors are entirely at your disposal, offering you a professional and completely confidential service.

From your first contact with us to your last day at AC, we will give you all the help you need.

Student travel insurance

For your protection and peace of mind you should have comprehensive travel insurance which should include any possible cancellation or curtailment charges. Such insurance may be obtained through your own travel adviser. If however, you would like further advice, please contact us.

Medical treatment

Where appropriate, AC can assist with the arrangement of emergency medical and dental treatment as provided by the British National Health Service.

Lesson duration

All lessons are of 45 minutes duration.

20 lessons per week = 15 hours
25 lessons per week = 18 hours 45 minutes
30 lessons per week = 22 hours 30 minutes
35 lessons per week = 26 hours 15 minutes
40 lessons per week = 30 hours

School and national holidays

AC schools are closed:

24 December 2011 to
2 January 2012 for 1 week

22 December 2012 to
6 January 2013 for 2 weeks

AC schools are also closed on official national holidays declared by the British Government. Those scheduled for 2012 are: 6 April, 9 April, 7 May, 4 June, 5 June and 27 August.

If your entry date coincides with an official holiday, your accommodation will still be reserved for you from the Sunday before your course commences, and we would advise you to plan to arrive on that day. Your course will begin with the entry test on the next working day following the holiday.

No compensation, fee reductions, refunds, credit, additional lessons or extension of the course can be given for days when the school is closed because of official holidays.

Accommodation during school holidays

If you are attending a course which continues after the school holiday 22 December 2012 to 6 January 2013, full board standard homestay accommodation will be provided during the holiday, at a cost of £ 155 per week. This will be automatically reserved and invoiced. If you do not require this accommodation you must inform us at least 4 weeks before the holiday period and we will arrange a full refund.

How to enrol

Please complete the 'Enrolment form' and 'Payment of fees' on pages 39 and 40.

- Choose the course or courses you wish to attend
- Select the entry date and decide how many weeks you wish to study
- Complete the accommodation section
- Decide if you wish to use a car or coach transfer from the place of arrival in England to Bournemouth
- Select where, when and how you wish to pay your fees
- Send the 'Enrolment form', completed on both sides, to our Representative in your country. Alternatively post, fax or email it to AC.

Our confirmation

When your 'Enrolment form' is received and accepted by the school the following documents will be sent to you:

- A letter of confirmation of enrolment
- An invoice for the full amount of the fees due
- Your accommodation address (due to the careful procedure involved in selecting your accommodation, the address may be sent to you at a later date)
- Our 'Information Guide for Adults'

If you require a visa we can only send you these documents after we have received your deposit of £ 500 (deductible when you pay your fees) or the full amount of the fees due.

Entry to England

When you pass through UK Border Control on arrival in England you will be required to show your:

- Passport or identity card
- Visa (if required)
- Confirmation of enrolment from AC
- Copy of the bank's transfer confirmation, or other evidence that you have paid your fees to AC or its Representative.

UK visa requirements

If you are unsure whether you will need a visa to study in the UK you can find useful up-to-date information about visas on the UK Border Agency website at: www.ukba.homeoffice.gov.uk. You may also wish to consult your nearest British Embassy or Consulate.

If you require a visa in order to study in the UK, we strongly recommend that you apply as early as possible for your course as the application procedure may take several weeks to complete. Anglo-Continental must be in receipt of a deposit of £ 500 (deductible when you pay your fees) or the full amount of the fees due before issuing a visa letter or Certificate of Acceptance to Study (CAS).

AC's UK Border Agency's Licence Number

AC holds Highly Trusted Sponsor (HTS) status on the UK Border Agency's Register of Sponsors. AC's UKBA Licence number is: 52F9Y0GV5.

Schengen visa

If you require a visa to travel to the UK and you intend to travel within Europe during your stay, it is advisable that you also obtain a Schengen visitor visa before you travel to the UK. The Schengen visitor visa has made travelling between its 15 European member countries much easier. For further information visit the Schengen visa website at www.schengenvisa.cc

Refund guarantee

Should your application for a visa be refused, we will refund any published fees paid by you (after deduction of an administration charge of £ 50) provided that you send us a copy of the letter of refusal from the British Embassy before the intended start date of your course.

Any additional charges for services provided by a third party (such as UK Border Agency CAS charges, hotel accommodation, flat rental and courier services) are not covered by this guarantee.

PLEASE NOTE

As UK visa requirements may change at any time, we strongly advise you to check the UK Border Agency website for the latest information: www.ukba.homeoffice.gov.uk



CIB CANARIAS S.L. SOLICITUD DE INSCRIPCIÓN

Rellene esta solicitud en letras MAYÚSCULAS y envíe o entreguela a: CIB Canarias, s.l. C/ Lope de Vega, 30, Local - 38005 S/C de Tenerife, con 2 fotos tamaño carnet y una copia del comprobante de pago de la matrícula correspondiente en Lloyds Bank (0106-0070-11-0070043779).

En Canarias desde 1976

Incluir
2
FOTOS
tamaño carnet

CURSO SOLICITADO	Familia	Residencia	Familia	Residencia	REFERENCIA INTERNA
STEVENAGE (Ref. CIB-1)	<input type="radio"/>		EDIMBURGO (Ref. CIB-4)	<input type="radio"/>	<input type="radio"/>
BOURNEMOUTH (Ref. CIB-2)	<input type="radio"/>	<input type="radio"/>	MALTA (Ref. CIB-5)	<input type="radio"/>	<input type="radio"/>
LONDRES (Ref. CIB-3)	<input type="radio"/>	<input type="radio"/> (Ref.....)	<input type="radio"/>	<input type="radio"/>

¿Curso con beca? Sí* No *¿Cual?

Fecha inicio..... Fecha fin..... N° de semanas..... N° clases semanales..... N° horas semanales.....
dd/mm/aa

Ida-Aeropuerto llegada..... Fecha llegada..... Compañía..... N° de vuelo.....
dd/mm/aa

Servicio Transfer Vuelta-Aeropuerto salida..... Fecha salida..... Compañía..... N° de vuelo.....
dd/mm/aa

DATOS PERSONALES DEL ALUMNO RELLENAR CON TINTA NEGRA

APELLIDOS DEL ALUMNO _____ NOMBRE _____ FECHA DE NACIMIENTO _____ EDAD _____ SEXO CHICO CHICA
 DIRECCIÓN COMPLETA _____ POBLACIÓN _____ CÓDIGO POSTAL _____
 ISLA _____ N° TELÉFONO FIJO _____ N° MÓVIL (ALUMNO) _____ N° D.N.I. (ALUMNO) _____ NACIONALIDAD _____
 LENGUA MATERNA _____ E-MAIL _____ N° FAX _____
 PROFESIÓN _____ CARÁCTER ABIERTO RESERVADO EDADES DE LOS HERMANOS _____ PUESTO ENTRE LOS HERMANOS MAYOR MEDIO MENOR FUMA SÍ NO ¿VEGETARIANO/A? SÍ NO
 INTERESES Y AFICIONES _____ ENFERMEDADES INFANTILES PADECIDAS SARAMPIÓN VARICELA PAPERAS OTRA: _____
 ¿PADECE ALGÚN TIPO DE ALERGIA? SÍ* NO ¿PRECISA MEDICACIÓN DURANTE EL CURSO? SÍ* NO ¿SUFRE ALGUNA DISCAPACIDAD? SÍ* NO
 *¿CUAL? _____ *¿CUAL? _____ *¿CUAL? _____
 CENTRO DE ESTUDIOS _____ CURSO _____ NIVEL DE INGLÉS MUY ALTO ALTO MEDIO ELEMENTAL
 ¿QUIÉN LE RECOMENDÓ A CIB Canarias? ACADEMIA AMISTADES PUBLICIDAD COLEGIO INTERNET ¿HA VISITADO ANTERIORMENTE INGLATERRA EN VIAJE DE ESTUDIOS? SÍ* NO
 CON CIB CON OTRA EMPRESA -¿CUAL? _____

DATOS FAMILIARES

APELLIDOS DE LA MADRE O TUTOR/A LEGAL _____ NOMBRE _____ PROFESIÓN _____
 N° D.N.I. _____ N° MÓVIL _____ N° TELÉFONO OFICINA _____ E-MAIL MADRE _____
 APELLIDOS DEL PADRE _____ NOMBRE _____ PROFESIÓN _____
 N° D.N.I. _____ N° MÓVIL _____ N° TELÉFONO OFICINA _____ E-MAIL PADRE _____
 DIRECCIÓN DURANTE EL CURSO (SI DIFERENTE DE LA HABITUAL) _____ N° TELÉFONO _____

SEGURO DE VIAJE SÍ NO FECHA DE INICIO DEL SEGURO dd / mm / aa FECHA DEL FINAL DEL SEGURO dd / mm / aa
SEGURO DE CANCELACIÓN SÍ NO SÓLO CONTRATABLE EN EL MOMENTO DE REALIZAR LA INSCRIPCIÓN. CONDICIONES Y PRECIO DISPONIBLES BAJO SOLICITUD.

OBSERVACIONES: _____

En.....a.....de.....de 20.....

Firma del estudiante o Tutor/a legal del menor

Confirmo la veracidad de los datos aportados, he leído ambos lados de esta solicitud y estoy conforme.

INSCRIBIA EN EL REGISTRO MERCANTIL DE S.A. CRUZ DE TENERIFE - H. T.F. 4039 - F. 125 - T. 1335 - S. GRAL. - 1.º



CIB Canarias, s.l.
C/. Lope de Vega, nº 30
38005 Santa Cruz de Tenerife
Tel.: (+34) 922-22 83 83
Fax: (+34) 922-22 72 56

CONDICIONES PARTICULARES

1. En aras de garantizar la prestación de unos servicios óptimos, principal objetivo de su actividad, SE RESERVA EL DERECHO A LA CANCELACIÓN O MODIFICACIÓN, total o parcial de cualquier curso previsto y cuando las circunstancias así lo aconsejaren y en casos de fuerza mayor.
2. En caso de menores, será requisito indispensable para contratar los servicios de CIB la autorización o permiso al menor para viajar o bien de la persona que ostente la tutela o guarda legal del menor. Dicha autorización o permiso se exteriorizará con la suscripción de la correspondiente solicitud y la aportación del PASAPORTE VÁLIDO Y EN VIGOR del menor. La aportación del pasaporte del menor será requisito indispensable aún cuando España pertenece a la UE y a fin de acreditar tal autorización.
3. Asistencia Médica y Condiciones Sanitarias
 - 3.1. Aunque se contrate un seguro privado de viaje, rogamos obtengan la Tarjeta Sanitaria Europea (TSE) en cualquier Centro de Atención e Información de la Seguridad Social (CAISS). *(Llevarla junto con la documentación personal)*
 - 3.2. En caso de que no tenga derecho al seguro social español, se recomienda la contratación de un seguro privado de viaje. En caso de enfermedad, si las consultas médicas aconsejan la devolución del estudiante para someterse a tratamiento, la repatriación será por cuenta del propio estudiante o su seguro privado de viaje.
 - 3.3. Si tiene que tomar alguna medicación durante su estancia o en caso de incontinencia, también debe informarnos en esta solicitud.
4. Actividades, Comportamiento y Datos
 - 4.1. Toda lección y actividad es obligatoria. El alumno debe llegar puntualmente a las clases, mostrar interés y cortesía a los profesores y realizar las tareas y proyectos que por los mismos le sean encomendados.
 - 4.2. Durante su estancia el alumno debe respetar las costumbres de la familia anfitriona y acatar las normas impuestas por ella. Ordenará su dormitorio, será puntual en las comidas, pedirá permiso para usar el teléfono (pagando el coste) y no invitará a amigos a casa sin permiso de la familia.
 - 4.3. De conformidad con la vigente Ley Orgánica 15/1999 de Protección de Datos de Carácter Personal, CIB le informa de que los datos personales del Contratante se incorporarán al correspondiente fichero de esta entidad, quedando ésta autorizada al tratamiento de los mismos para su utilización en relación con el desenvolvimiento de este contrato, así como para la oferta y contratación de otros productos y servicios del grupo.
 - 4.4. CIB se reserva el derecho a utilizar las fotografías e imágenes de vídeo obtenidas durante el desarrollo del programa con fines de autopromoción.
5. Salidas nocturnas
 - 5.1. CIB NO ACEPTA RESPONSABILIDAD POR LOS ALUMNOS QUE EFECTÚEN SALIDAS NOCTURNAS ya que a partir de las 12:00 horas no estarán bajo la tutela de la organización.
6. Medidas correctoras del alumno por mala conducta o incumplimiento de las leyes locales
 - 6.1. En caso de producirse una infracción de las normas establecidas por CIB, concurrir mala conducta o incumplir las leyes locales, se podrán adoptar alguna de las siguientes medidas correctoras:
 - a) Aviso verbal
 - b) Repatriación del alumno.
 - 6.2. Los gastos del viaje de repatriación correrán por cuenta del estudiante o sus padres o representantes legales, así como las indemnizaciones por los daños y perjuicios causados a terceros, multas, etc. CIB deberá ser resarcida de los gastos efectuados como consecuencia de la mala conducta del alumno. Igualmente CIB deberá ser resarcida de los gastos efectuados en caso de emergencia, muerte, accidente o enfermedad del alumno.
 - 6.3. CIB se compromete a desempeñar sus cometidos con la debida diligencia para asegurar el correcto desarrollo de los cursos y a vigilar o controlar los servicios que por terceros deban ser prestados, haciendo todas las gestiones que estén a su alcance en beneficio del estudiante, pero no responderá de los daños y perjuicios causados o que se causen por terceros ajenos a la organización, ni tampoco asumirá responsabilidad por robos, pérdidas de ropa o equipaje, dinero o pertenencias particulares.

Los abajo firmantes en tanto que participantes y padres o tutores de dicho participante en el programa renunciamos expresamente a cualquier reclamación o acción contra CIB, sus colaboradores, agentes, profesores, acompañantes de grupo, centro de estudios y que se deriven de accidentes, retrasos, irregularidades o gastos devengados por causa de huelga, guerra, condiciones atmosféricas, cuarentena, restricciones u órdenes gubernativas, o por los daños corporales y materiales producidos como consecuencia de los servicios prestados por líneas aéreas, navieras, transportes públicos o privados, hoteles, restaurantes, o cualquier otro tipo de servicio ajeno.

Enterado y conforme con el condicionado de participación suscrito.

Firmado:

EL ALUMNO/A

Menores de 18 años
EL PADRE / MADRE o
TUTOR/A LEGAL



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