

# English Courses in England



# Learning the Anglo-Continental 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
- Individual consultation with your personal teacher
- Special guidance and advice for academic study programme students and for university entry

## Our Teachers

Having a recognised diploma-level qualification in teaching English to speakers of other languages is a requirement for our year-round teachers. In addition to this, they will also have extensive teaching experience in a variety of professional areas. It is a minimum requirement that teachers have either the Cambridge CELTA or Trinity College TESOL Certificate. Teachers are also expected to have a degree level qualification.

Within our established long-term team, a number of teachers have Masters level qualifications, 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.



Anglo-Continental English Language Levels	CEFR*	IELTS	TOEFL (IBT)
Beginner to Elementary	A1	2.5 - 3.0	-
Pre-Intermediate	A2	3.5 - 4.0	-
Intermediate	B1	4.5 - 5.0	32 - 45
Upper Intermediate	B2	5.5 - 6.5	46 - 93
Advanced	C1	7.0 - 7.5	94 - 109
Proficiency to Near Native	C2	8.0 - 9.0	110 - 120

\* CEFR = Common European Framework



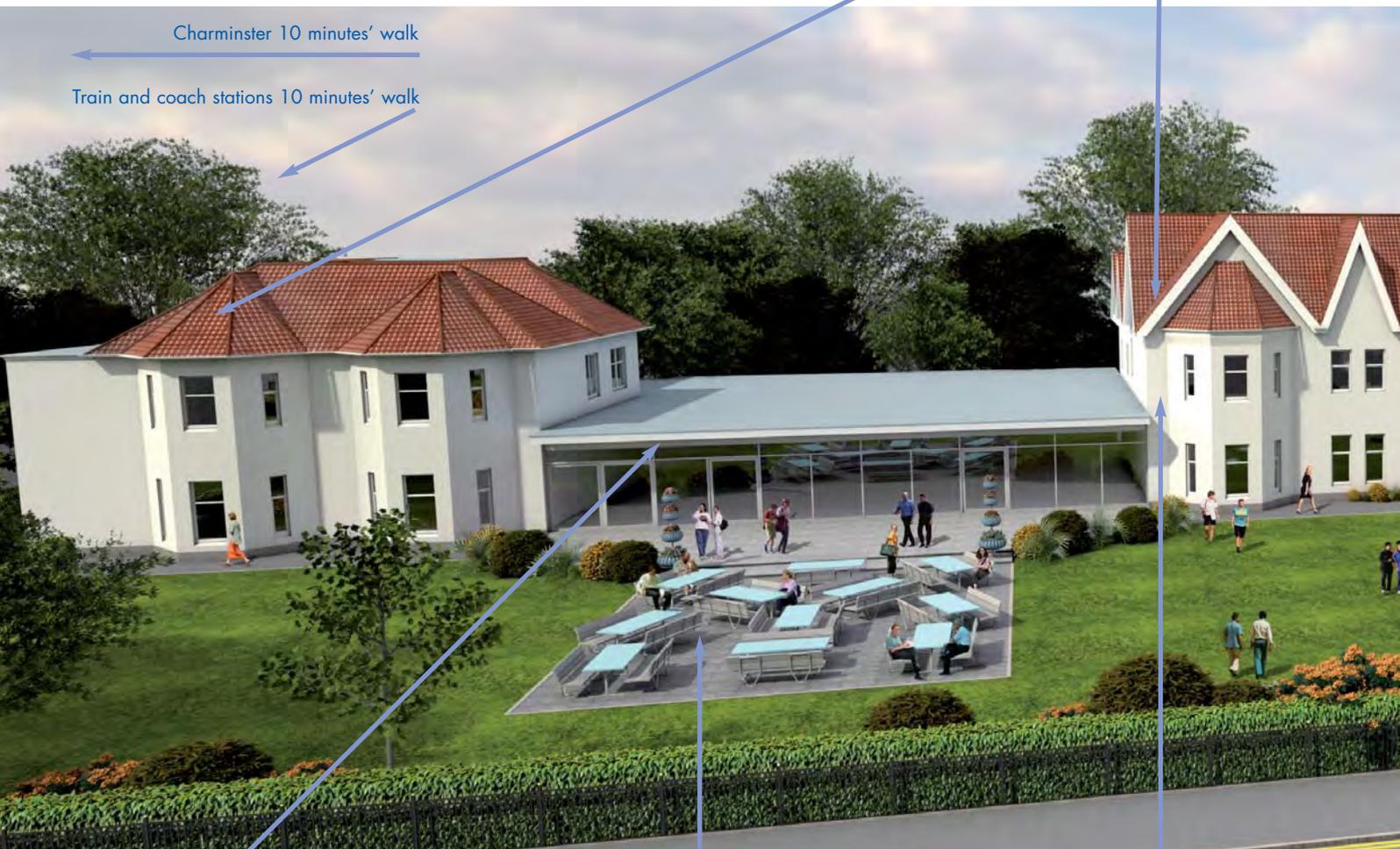
# Contents

## Pages

<b>Welcome to Anglo-Continental</b>	4 - 5
<b>Welcome to Bournemouth</b>	6 - 7
<b>General English Programme</b> Short-term and long-term intensive English courses	8 - 10
<b>Academic Study Programme</b> Long-term intensive courses with special study options	11 - 13
<b>Examination Programme</b> Preparation courses for IELTS, CAE, FCE and TOEFL	14 - 17
<b>Business and Specialised Programme</b> Intensive courses combined with specialised English:	
• English for Business	
• English for Finance	
• English for Management	
• English for Marketing and Sales	
• English for Medical Professionals	
• English for Medical Students	
• English for Law	
• English for Health and Safety	
• English for the Oil and Gas Industry	18 - 23
<b>Executive Programme</b> Highly intensive courses for executives and professionals	24 - 27
<b>Professional and Technical Programme</b> Specialised English language training courses	28 - 29
<b>Club 50+ Programme</b> English language and activity courses for mature students	30 - 31
<b>Teacher Training Programme</b> Language and methodology of English Teaching + TKT	32 - 33
<b>Accommodation and student support</b>	34 - 35
<b>Excursions, activities, leisure and sports</b>	36 - 37
<b>Transfer services</b>	38 - 39
<b>Conditions of enrolment</b>	39 - 40
<b>Enrolment form and payment of fees</b>	41 - 42
<b>General information</b>	43



**Anglo-Continental  
welcomed students from  
72 different countries  
in 2017**





Bournemouth Town Centre 10 minutes' walk  
Bournemouth Beach 15 minutes' walk

Computer generated image as many large trees make it difficult to take a photograph of the entire campus.





Welcome



**Bournemouth** is the most popular place to study English in the UK outside of the capital. It is one of the most cosmopolitan seaside resorts on the South Coast of England. Less than two hours from London with 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

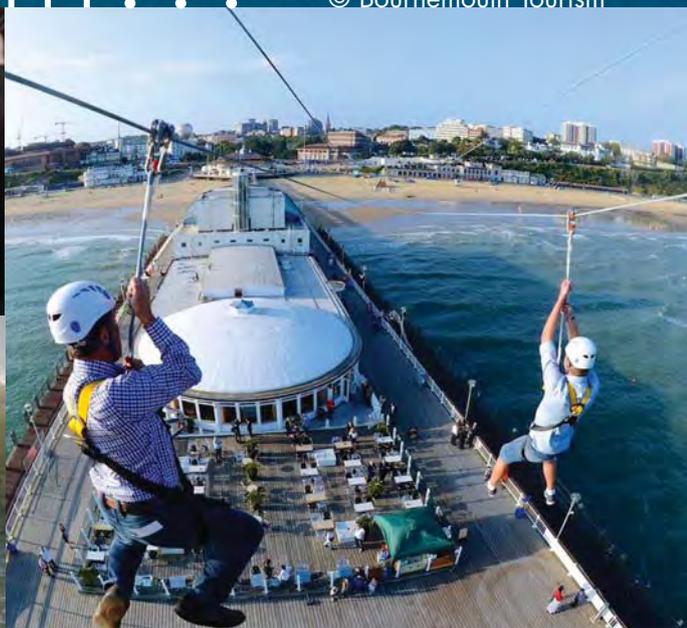
town centre has a wide range of shops, restaurants, cafés, bars, cinemas and theatres, as well as beautiful parks and gardens, mini golf and an aquarium. Bournemouth also offers an extensive range of sporting and leisure activities, including the Coastal Activity Park.

There is a variety of local attractions, such as the stunning World Heritage Jurassic coastline, Poole



# to Bournemouth...

© Bournemouth Tourism



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 and the Isle of Purbeck. The Roman City of Bath and the University City of Oxford are also within easy reach.





# General English Programme

Our Intensive courses have established the firm foundation on which all of 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, whether you are a complete beginner, or whether 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:

- 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, DVDs, reference books/materials 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 2018

Course number	G-1.20	G-1.25	G-1.30
<b>Lessons per week</b> (lesson duration: 45 minutes)	<b>20</b> <b>20 Lessons</b> of structured English language tuition with practice of: - listening - speaking - reading - writing - grammar - vocabulary	<b>25</b> <b>20 Lessons</b> as G-1.20 <b>Plus</b> <b>5 Lessons</b> of language extension activities to develop your vocabulary, listening comprehension and oral fluency	<b>30</b> <b>25 Lessons</b> as G-1.25 <b>Plus</b> <b>5 Lessons</b> a supplementary programme to develop language skills, including pronunciation, through areas such as: - English for Working Life - English for Study - British Life and Culture
<b>Language levels</b>	Beginner* to Advanced	Beginner* to Advanced	Beginner* to Advanced
<b>CEFR levels</b>	A1* - C1	A1* - C1	A1* - C1
<b>Class size</b>	Average 10 (max.15)	Average 10 (max.15)	Average 10 (max.15)
<b>Minimum age</b>	16	16	16
<b>Course duration (weeks)</b>	2 - 60	2 - 60	2 - 60
<b>Course fees</b>	Pounds sterling	Pounds sterling	Pounds sterling
<b>First 2 weeks</b>	560	650	740
<b>Each additional week</b>	210	255	300
<b>Reduced course fees</b> available for courses of 20 weeks or more (pages 10 - 13)			
<b>Accommodation fees</b>	<b>Standard homestay - single room</b> (Pounds sterling)		
<b>First 2 weeks</b>	306		
<b>Each additional week</b>	123		
<b>High season supplement</b> (17 June to 12 August - per week)	37		
<b>Under 18 supplement</b> (for students under the age of 18 only - per week)	10		

## Course fees include...

- Enrolment fee
- Entry test
- Tuition
- Textbooks and teaching materials
- Individual tutorial every 8 weeks
- Multi-media learning centre for personal study
- Educational Advisory Service
- Student card
- Certificate of Studies
- Orientation tour on first day
- Wi-Fi
- Sports and leisure activities information available online:  
[www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)
- Services of the Student Support team

## Standard homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
- Breakfast Monday to Sunday
- Evening meal Monday to Sunday
- Light lunch Saturday and Sunday (Lunch from Monday to Friday may be purchased in the Student Centre)
- Light laundry service

For further details of accommodation see pages 34 - 35.

## Please note

- All lessons start in the morning except for 18 June to 10 August when Course G-1.20 may start in the afternoon on alternative weeks.
- The fees specified for these courses are valid from 1 January to 31 December 2018. For enrolments which continue into the following year, revised fees will apply with effect from 1 January 2019.

## Airport transfers

- See pages 38 - 39.

## One-to-One Lessons

If you wish to supplement your course with one-to-one lessons please contact us.  
General English: £ 60 per lesson  
Specialised English: £ 72 per lesson  
One-to-one fees do not include books and teaching materials.

## Course entry dates 2018

January	February	March	April	May	June	July	August	September	October	November	December
2*, 8, 15, 22, 29*	5, 12, 19, 26*	5, 12, 19, 26*	3, 9, 16, 23*, 30	8, 14, 21*, 29	4, 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 2018

Course number	G-1.20L	G-1.25L	G-1.30L
<b>Lessons per week</b> (lesson duration: 45 minutes)	<b>20</b> <b>20 Lessons</b> of structured English language tuition with practice of: - listening - speaking - reading - writing - grammar - vocabulary	<b>25</b> <b>20 Lessons</b> as G-1.20 <b>Plus</b> <b>5 Lessons</b> of language extension activities to develop your vocabulary, listening comprehension and oral fluency	<b>30</b> <b>25 Lessons</b> as G-1.25 <b>Plus</b> <b>5 Lessons</b> a supplementary programme to develop language skills, including pronunciation, through areas such as: - English for Working Life - English for Study - British Life and Culture
<b>Language levels</b>	Beginner* to Advanced	Beginner* to Advanced	Beginner* to Advanced
<b>CEFR levels</b>	A1* - C1	A1* - C1	A1* - C1
<b>Class size</b>	Average 10 (Max.15)	Average 10 (Max.15)	Average 10 (Max.15)
<b>Minimum age</b>	16	16	16
<b>Course duration (weeks)</b>	20 - 60	20 - 60	20 - 60

## Course fees include...

- Enrolment fee
- Entry test
- Tuition
- Textbooks and teaching materials
- Individual tutorial every 8 weeks
- Multi-media learning centre for personal study
- Educational Advisory Service
- Student card
- Certificate of Studies
- Orientation tour on first day
- Wi-Fi
- Sports and leisure activities information available online:  
[www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)
- Services of the Student Support team

## Standard homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
- Breakfast Monday to Sunday
- Evening meal Monday to Sunday
- Light lunch Saturday and Sunday (Lunch from Monday to Friday may be purchased in the Student Centre)
- Light laundry service

For further details of accommodation see pages 34 - 35.

## Please note

- All lessons start in the morning except for 18 June to 10 August when Course G-1.20L may start in the afternoon on alternative weeks.
- The fees specified for these courses are valid from 1 January to 31 December 2018. For enrolments which continue into the following year, revised fees will apply with effect from 1 January 2019.

## Airport transfers

- See pages 38 - 39.

## Reduced course fees for long-term study

Students who enrol for Long-Term Intensive Courses receive special help and guidance from our educational advisers and benefit from these specially reduced fees to help them achieve their academic or professional aims. Additional conditions apply, see page 40.

Reduced course fees	Pounds sterling	Pounds sterling	Pounds sterling
<b>First 20 weeks</b>	4140	4740	5340
<b>Each additional week</b>	200	230	260

## Accommodation fees

## Standard homestay - single room (Pounds sterling)

<b>First 2 weeks</b>	306
<b>Each additional week</b>	123
<b>High season supplement</b> (17 June to 12 August - per week)	37
<b>Under 18 supplement</b> (for students under the age of 18 only - per week)	10

## One-to-One Lessons

If you wish to supplement your course with one-to-one lessons please contact us.  
General English: £ 60 per lesson  
Specialised English: £ 72 per lesson  
One-to-one fees do not include books and teaching materials.

## Course entry dates 2018

January	February	March	April	May	June	July	August	September	October	November	December
2*, 8, 15, 22, 29*	5, 12, 19, 26*	5, 12, 19, 26*	3, 9, 16, 23*, 30	8, 14, 21*, 29	4, 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

The Academic Study Programme provides structured courses for all who need high standards of English to achieve their educational or career objectives. Your programme, leading to the Anglo-Continental Diploma in English, allows you to progress at an appropriate rate through the various language levels to Advanced (C1).

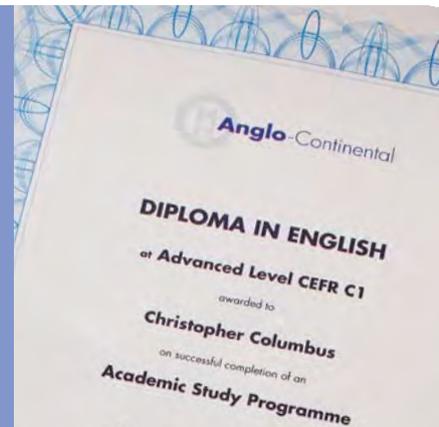
## Personal Study Programme

Educational Advisers will assist you in choosing your study options based on your language level and will monitor your progress throughout your course. They will ensure that your rate of progress allows you to maximise your learning objectives.

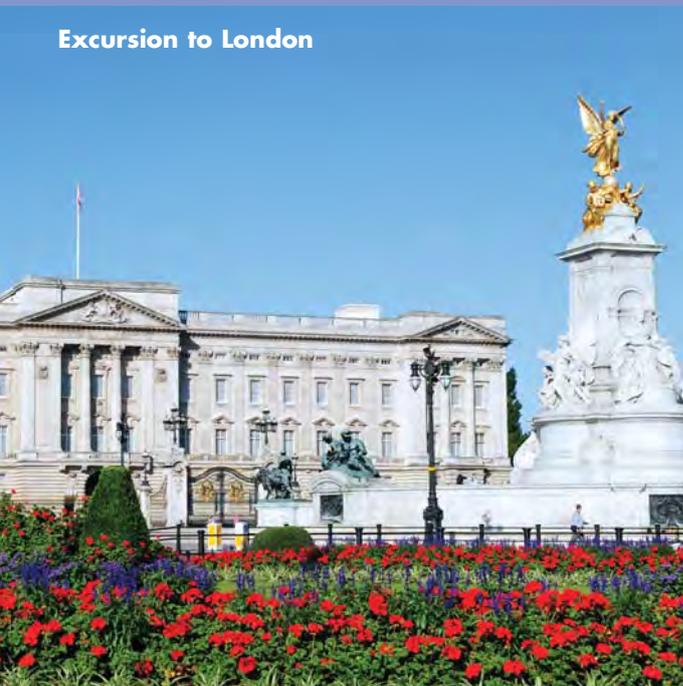
If you plan to continue your education in Britain, our Advisers will even guide you through the process of applying for a place at the university of your choice.

## Study options

Your language knowledge and skills are systematically assessed and developed within an intensive general English course, supplemented by a number of special study options. 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 in order to obtain the best possible results.



## Excursion to London



## Programme Features

- Flexible entry dates
- Variety of course combinations
- Examination options
- Choice of special options as you progress
- Individual Tutorials with the teacher and the Course Coordinator
- Progress reports every 12 weeks, on request
- Advice on further studies in the UK
- FREE guided excursion every four weeks

# Academic Study Courses 2018

Course number	A-1.30
<b>Lessons per week</b> (lesson duration: 45 minutes)	<b>30</b>
<b>Language extension</b>	Yes
<b>Special study options</b>	Yes (See page 13)
<b>Examination practice options</b>	Yes (See page 13)
<b>IELTS and FCE examination preparation options</b>	Yes (See page 13)
<b>Language levels</b>	Beginner* to Advanced
<b>CEFR levels</b>	A1* - C1
<b>Class size</b>	Average 10 (Max.15)
<b>Minimum age</b>	16
<b>Course duration (weeks)</b>	24 - 60
<b>Reduced course fees for long-term study</b>	
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 40.	
<b>Reduced course fees</b>	Pounds sterling
<b>First 24 weeks</b>	6945
<b>Each additional week</b>	280
<b>Accommodation fees</b>	<b>Standard homestay - single room</b> (Pounds sterling)
<b>First 2 weeks</b>	306
<b>Each additional week</b>	123
<b>High season supplement</b> (17 June to 12 August - per week)	37
<b>Under 18 supplement</b> (for students under the age of 18 only - per week)	10

## Course fees include...

- Enrolment fee
- Entry test
- Tuition and special study and examination options
- Textbooks and teaching materials
- Individual teacher tutorials in the middle and at the end of each level
- Individual Course Coordinator tutorials every 8 weeks
- Progress report every 12 weeks, on request
- Multi-media learning centre for personal study
- Educational Advisory Service
- Student card
- Certificate of Studies and Anglo-Continental Diploma (subject to satisfactory completion)
- Orientation tour on first day
- Wi-Fi
- Sports and leisure activities information available online:  
[www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)
- Services of the Student Support team

## Standard homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
- Breakfast Monday to Sunday
- Evening meal Monday to Sunday
- Light lunch Saturday and Sunday (lunch from Monday to Friday may be purchased in the Student Centre)
- Light laundry service

For further details of accommodation see pages 34 - 35.

## Please note

The fees specified for these courses are valid from 1 January to 31 December 2018. For enrolments which continue into the following year, revised fees will apply with effect from 1 January 2019.

## Airport transfers

- See pages 38 - 39.

## Course entry dates 2018

January	February	March	April	May	June	July	August	September	October	November	December
2*, 8, 15, 22, 29*	5, 12, 19, 26*	5, 12, 19, 26*	3, 9, 16, 23*, 30	8, 14, 21*, 29	4, 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 (\*)



### Excursion Vouchers

One excursion for every 4 weeks of your course.  
Value: up to £40 per excursion - included in the course fees.

A Personal Study Programme is developed at the start of your Academic Study Course. Based on your level of English, the duration of your course and your goals, assistance will be given in helping you to select the right combination of study options from below:

#### General English (from Beginner level)

- 30 lessons of Intensive General English

#### Academic Preparation (from Upper Intermediate level) Subject to availability.

- 5 lessons of Academic Preparation for school, college or university + 25 lessons of General English

#### Examination Preparation/Practice Subject to availability.

- 30 lessons of Intensive IELTS Examination Preparation (from Intermediate level)
- 30 lessons of Intensive FCE Examination Preparation (from Upper Intermediate level)
- 5 lessons of Examination Preparation for IELTS (from Pre-Intermediate level) + 25 lessons of General English
- 5 lessons of Examination Preparation for CAE (from Advanced level) + 25 lessons of General English
- 5 lessons of Examination Preparation for TOEFL (from Intermediate level) + 25 lessons of General English

#### Supplementary Skills (from Beginner level)

- 5 lessons of Supplementary Skills including areas such as pronunciation, reading, writing, speaking and listening + 25 lessons of General English

#### Business and Specialised English (from Intermediate level) Subject to availability.

- 10 lessons of English for Business + 20 lessons of General English
- 10 lessons of English for Finance + 20 lessons of General English
- 10 lessons of English for Management + 20 lessons of General English
- 10 lessons of English for Marketing and Sales + 20 lessons of General English
- 10 lessons of English for Medical Professionals + 20 lessons of General English
- 10 lessons of English for Medical Students + 20 lessons of General English
- 10 lessons of English for Law + 20 lessons of General English
- 10 lessons of English for Health and Safety + 20 lessons of General English
- 10 lessons of English for the Oil and Gas Industry + 20 lessons of General English

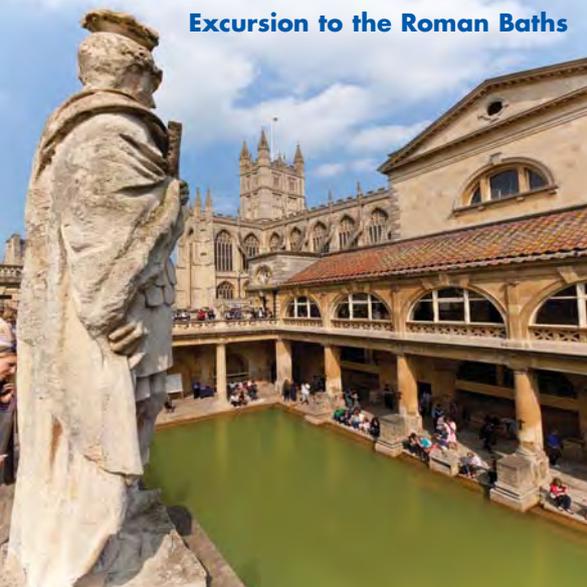


Member of

**BUSINESS  
ENGLISH UK**

for Professional Training

Excursion to the Roman Baths



Excursion to London





# Examination Programme

At Anglo-Continental, we have a long successful history 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 Cambridge English Language Assessment 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 such as how to approach typical tasks, with special guidance on writing.

## **Intensive Courses plus 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 or CAE. Teachers will familiarise students with the format of the examination and will introduce strategies for dealing with typical questions.



Authorised Centre



## Programme Features

- Examination preparation and practice for IELTS, FCE, CAE and TOEFL
- Individual Tutorials with the teacher and the Course Coordinator
- Free access to the multi-media learning centre

# Intensive IELTS Preparation Courses and Intensive Courses plus IELTS Examination Practice 2018

Course number	X-1.30	X-2.30
<b>Course type</b>	<b>Intensive IELTS Preparation Course International English Language Testing System</b>	<b>Intensive Course plus Examination Practice for IELTS International English Language Testing System</b>
<b>Examination board</b>	Cambridge English Language Assessment and The British Council - See note B	Cambridge English Language Assessment and The British Council - See note B
<b>Total lessons per week</b> <small>(lesson duration: 45 minutes)</small>	<b>30</b>	<b>30</b>
<b>General English lessons</b>	~	25
<b>Examination practice lessons</b>	~	5
<b>Examination preparation lessons</b>	30	~
<b>Language levels for entry</b>	Intermediate See note A	Pre-Intermediate See note A
<b>CEFR levels for entry</b>	B1 - See note A	A2 - See note A
<b>Intensive English class size</b>	~	Average 10 (Max.15)
<b>Examination practice class size</b>	Average 10 (Max.15)	Average 8 (Max.12)
<b>Minimum age</b>	16	16
<b>Course duration (weeks)</b>	4 or 8	4 - 20
<b>Courses held between</b>	2 January - 21 December	2 January - 21 December
<b>Course fees</b>	Pounds sterling	Pounds sterling
<b>4 weeks</b>	1180	1265
<b>8 weeks</b>	2220	2305
<b>12 weeks</b>	~	3345
<b>Each additional week</b>	~	260
<b>Accommodation fees</b>	<b>Standard homestay - single room</b> (Pounds sterling)	
<b>First 2 weeks</b>	306	
<b>Each additional week</b>	123	
<b>High season supplement</b> <small>(17 June to 12 August - per week)</small>	37	
<b>Under 18 supplement</b> <small>(for students under the age of 18 only - per week)</small>	10	

## Course fees include...

- Enrolment fee
- Entry test
- Tuition
- Textbooks and teaching materials
- Individual tutorial every 8 weeks (only applicable to the General English element of the course)
- Multi-media learning centre for personal study
- Educational Advisory Service
- Student card
- Certificate of Studies
- Orientation tour on first day
- Wi-Fi
- Sports and leisure activities information available online:  
[www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)
- Services of the Student Support team

## Standard homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
  - Breakfast Monday to Sunday
  - Evening meal Monday to Sunday
  - Light lunch Saturday and Sunday (lunch from Monday to Friday may be purchased in the Student Centre)
  - Light laundry service
- For further details of accommodation see pages 34 - 35.

## Examination fees

The examination fees 2018 are not included in the course fees. They are published on the website from October 2017.

## Please note

The fees specified for these courses are valid from 1 January to 31 December 2018. For enrolments which continue into the following year, revised fees will apply with effect from 1 January 2019.

## Airport transfers

- See pages 38 - 39.

## Notes

**A** We have recommended minimum English language levels for our Examination Courses. If you would like an indication of your English language level, you can take an online test. This will be used as a guide and final acceptance is subject to our examination pre-test or 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 on the General English Course. See pages 8 - 10.

**B** If you plan to take an examination, we recommend that you register for the examination in advance. Please check the website for examination closing dates: [www.anglo-continental.com/examination](http://www.anglo-continental.com/examination)

## Course entry dates 2018 X-1.30/X-2.30

January 2, 29	February 26	March 26	April 23	May 21	June 18	July 16	August 13	September 10	October 8	November 5	December 3
------------------	----------------	-------------	-------------	-----------	------------	------------	--------------	-----------------	--------------	---------------	---------------

# Intensive FCE Preparation Courses and Intensive Courses plus CAE or TOEFL Examination Practice 2018

Course number	X-3.30	X-4.30	X-5.30
<b>Course type</b>	<b>Intensive FCE Preparation Course First Certificate in English</b>	<b>Intensive Course plus Examination Practice for CAE Certificate in Advanced English</b>	<b>Intensive Course plus Examination Practice for TOEFL Test of English as a Foreign Language</b>
<b>Examination board</b>	Cambridge English Language Assessment	Cambridge English Language Assessment	Educational Testing Service
<b>Total lessons per week</b> <small>(lesson duration: 45 minutes)</small>	<b>30</b> See note A on page 15	<b>30</b>	<b>30</b>
<b>General English lessons</b>	~	25	25
<b>Examination practice lessons</b>	~	5	5
<b>Language levels for entry</b>	Upper Intermediate See note A on page 15	Advanced See note A on page 15	Intermediate to Advanced See note A on page 15
<b>CEFR levels for entry</b>	B2 - See note A on page 15	C1 - See note A on page 15	B1 - C1 - See note A on page 15
<b>Intensive English class size</b>	~	Average 10 (Max.15)	Average 10 (Max.15)
<b>Examination practice class size</b>	Average 8 (Max.12)	Average 8 (Max.12)	Average 8 (Max.12)
<b>Minimum age</b>	16	16	16
<b>Course duration (weeks)</b>	8	8 or 12	4 - 16
<b>Courses held between</b>	16 April - 8 June 8 October - 30 November	19 March - 8 June 10 September - 30 November	2 January - 21 December
<b>Course fees</b>	Pounds sterling	Pounds sterling	Pounds sterling
<b>4 weeks</b>	~	~	1265
<b>8 weeks</b>	2220	2305	2305
<b>12 weeks</b>	~	3345	3345
<b>Each additional week</b>	~	~	260
<b>Accommodation fees</b>	<b>Standard homestay - single room</b> (Pounds sterling)		
<b>First 2 weeks</b>	306		
<b>Each additional week</b>	123		
<b>High season supplement</b> <small>(17 June to 12 August - per week)</small>	37		
<b>Under 18 supplement</b> <small>(for students under the age of 18 only - per week)</small>	10		

## Course entry dates 2018

### X-3.30/X-4.30

January	February	March	April	May	June	July	August	September	October	November	December
~	~	19*	16	~	~	~	~	10*	8	~	~

### X-5.30

\* Course X-4.30 only

January	February	March	April	May	June	July	August	September	October	November	December
2, 29	26	26	23	21	18	16	13	10	8	5	3



# Examinations

The following examinations can be arranged:

- IELTS - International English Language Testing System
- FCE - First Certificate in English
- CAE - Certificate in Advanced English
- KET - Key English Test
- PET - Preliminary English Test
- CPE - Certificate of Proficiency in English
- BEC - Business English Certificates
- TKT - Teaching Knowledge Test
- BULATS - Business Language Testing Service
- TOEFL - Test of English as a Foreign Language

For examination dates and fees visit the website: [www.anglo-continental.com/examination](http://www.anglo-continental.com/examination). The examination dates and fees 2018 are published on the website from October 2017.

Prospective examination candidates should apply in person at the school. If you will not be studying at the school before the closing date for entry, please download and complete an official examination entry form as early as possible: [www.anglo-continental.com/examform.pdf](http://www.anglo-continental.com/examform.pdf)

Some of the examinations are subject to a minimum number of candidates.

Additional examination entry dates may be available. Please enquire for further details.



Anglo-Continental is an Examination Centre for:

- TOEFL - Test of English as a Foreign Language
- TKT - Teaching Knowledge Test
- BULATS - Business Language Testing Service
- TEAP - Test of English for Aviation Personnel



# 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 Anglo-Continental, 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
- English for Finance
- English for Management
- English for Marketing and Sales
- English for Medical Professionals
- English for Medical Students
- English for Law
- English for Health and Safety
- English for the Oil and Gas Industry

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 20 and 22.

Member of

**BUSINESS  
ENGLISH UK**

for Professional Training





### **Business and Specialised Lessons**

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 improve your fluency and give you the realistic practice you need.

### **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, reference books/materials and private study facilities. Free wireless internet access is also available on campus.

### **Language Level for Entry**

If you would like an indication of your English language level, you can take an online test 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 the General English Programme.

### **Group Bookings**

Business and Specialised Courses are available for individuals and groups. Please contact us for a group quotation.



### **Sample Timetables**

Download sample Business and Specialised timetables from the website:

[www.anglo-continental.com/bus-spec.pdf](http://www.anglo-continental.com/bus-spec.pdf)



### English for Business

- Business background
- Customer care
- Networking and socialising
- Business correspondence and communication
- Negotiating business agreements
- Business proposals and quotations
- Meetings, conferences and presentations
- Preparing and analysing reports
- Curriculum vitae preparation
- Interviews and appraisals
- Telephoning and skyping skills
- Email communication

### English for Finance

- 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

### 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
- Social media
- 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



Member of

**BUSINESS  
ENGLISH UK**

for Professional Training



### Executive Centre Upgrade

We offer an option 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 25 for details.

# Intensive Courses plus English for Business 2018

Course number	B-1.30	B-2.30	B-3.30	B-4.30
<b>Course type</b>	<b>English for Business</b>	<b>English for Finance</b>	<b>English for Management</b>	<b>English for Marketing and Sales</b>
<b>Total lessons per week</b> <small>(lesson duration: 45 minutes)</small>	<b>30</b>			
<b>General English lessons</b>	20			
<b>Specialised lessons</b>	10			
<b>Language levels for entry</b>	Intermediate to Advanced			
<b>CEFR levels for entry</b>	B1 - C1			
<b>General English - class size</b>	Class average 10 (Max. 15) See note A			
<b>Specialised English - group size</b>	Average 4 (Max. 6) Average 5 (Max. 8) 4 June to 24 August			
<b>Minimum age</b>	18			
<b>Course duration (weeks)</b>	2 - 4			
<b>Course fees</b>	Pounds sterling			
<b>First 2 weeks</b>	980			
<b>Each additional week</b>	385			
<b>Homestay fees</b>	<b>Standard single room</b> (Pounds sterling)	<b>Executive single room</b> (Pounds sterling)		
<b>First 2 weeks</b>	306	546		
<b>Each additional week</b>	123	243		
<b>High season supplement</b> <small>(17 June to 12 August - per week)</small>	37	37		

## Course fees include...

- Enrolment fee
- Pre-training assessment
- Entry test
- Tuition
- Textbooks and teaching materials
- Multi-media learning centre for personal study
- Educational Advisory Service
- Student card
- Certificate of Studies
- Orientation tour on first day
- Wi-Fi
- Sports and leisure activities information available online: [www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)
- Services of the Student Support team

## Standard homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
  - Breakfast Monday to Sunday
  - Evening meal Monday to Sunday
  - Light lunch Saturday and Sunday (lunch from Monday to Friday may be purchased in the Student Centre)
  - Light laundry service
- For further details of accommodation see pages 34 - 35.

## Airport transfers

- See pages 38 - 39.

## Notes

- A** Students can upgrade their course and 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 25.

## Course entry dates 2018

January	February	March	April	May	June	July	August	September	October	November	December
2, 15, 29	12, 26	12, 26	9, 23	8, 21	4, 18	2, 16, 30	13, 28	10, 24	8, 22	5, 19	3*

\* 2 or 3 weeks only



### English for Medical Professionals

- Communication with patients and medical staff
- Explaining medical procedures
- Conducting medical examinations
- Taking histories and writing reports
- The hospital environment
- Care of medical and surgical patients
- Working within specialities
- Authentic medical films
- Medication – side effects, dosages and contra-indications
- Using medical documents

### English for Medical Students

- Anatomy
- Diseases and symptoms
- Taking histories
- Conducting medical examinations
- Medical publications and research
- Authentic medical films
- The World Health Organisation
- Reading and writing case histories
- Medication – side effects, dosages and contra-indications
- Evaluation of online medical websites and resources

### English for Law

- 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 and arguing points of law
- Conferences, meetings and presentations

### English for Health and Safety

- Hazards and risk assessment
- Fire safety
- Electrical safety
- Chemical safety
- Safety equipment and signage
- First aid and injury
- Incident reports
- Personal Protective Equipment (PPE)
- Transport safety
- Meeting and implementing health and safety requirements

### English for the Oil and Gas Industry

- Operational structures, onshore and offshore
- Exploration, drilling and production operations
- Pipelines and transportation
- Refining and petroleum products
- Health and safety
- Environmental impact
- Innovation and technology



Member of

**BUSINESS  
ENGLISH UK**

for Professional Training



# Intensive Courses plus English for Specialised Subjects 2018

Course number	S-5.30A	S-5.30B	S-6.30	S-7.30	S-8.30
<b>Course type</b>	<b>English for Medical Professionals</b>	<b>English for Medical Students</b>	<b>English for Law</b>	<b>English for Health and Safety</b>	<b>English for the Oil and Gas Industry</b>
<b>Total lessons per week</b> <small>(lesson duration: 45 minutes)</small>	<b>30</b>				
<b>General English lessons</b>	20				
<b>Specialised lessons</b>	10				
<b>Language levels for entry</b>	Intermediate to Advanced				
<b>CEFR levels for entry</b>	B1 - C1				
<b>General English - class size</b>	Class average 10 (Max. 15) See note A				
<b>Specialised English - group size</b>	Average 4 (Max. 6) Average 5 (Max. 8) 4 June to 24 August				
<b>Minimum age</b>	Course S-5.30A = 21, Courses S-5.30B and S-6.30 = 18				
<b>Course duration (weeks)</b>	2 - 4				
<b>Course fees</b>	Pounds sterling				
<b>First 2 weeks</b>	980				
<b>Each additional week</b>	385				
<b>Homestay fees</b>	<b>Standard single room</b> (Pounds sterling)		<b>Executive single room</b> (Pounds sterling)		
<b>First 2 weeks</b>	306		546		
<b>Each additional week</b>	123		243		
<b>High season supplement</b> <small>(17 June to 12 August - per week)</small>	37		37		

## Course fees include...

- Enrolment fee
- Pre-training assessment
- Entry test
- Tuition
- Textbooks and teaching materials
- Multi-media learning centre for personal study
- Educational Advisory Service
- Student card
- Certificate of Studies
- Orientation tour on first day
- Wi-Fi
- Sports and leisure activities information available online: [www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)
- Services of the Student Support team

## Standard homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
  - Breakfast Monday to Sunday
  - Evening meal Monday to Sunday
  - Light lunch Saturday and Sunday (lunch from Monday to Friday may be purchased in the Student Centre)
  - Light laundry service
- For further details of accommodation see pages 34 - 35.

## Airport transfers

- See pages 38 - 39.

## Notes

- A** Students can upgrade their course and 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 25.

## Course entry dates 2018

### S-5.30A, S-6.30, S-7.30, S-8.30

January	February	March	April	May	June	July	August	September	October	November	December
2, 15, 29	12, 26	12, 26	9, 23	8, 21	4, 18	2, 16, 30	13, 28	10, 24	8, 22	5, 19	3*

### S-5.30B

January	July	August
2, 15*	2, 16, 30	13*

\* 2 weeks only

\* 2 or 3 weeks only



# Executive Programme

The Anglo-Continental Executive Programme provides stimulating language training for busy professionals. It is also the ideal environment for adults who wish to improve their English for cultural and social purposes. The tuition is highly intensive and offers the most effective way of learning or developing your English in the shortest possible time.

## The Executive Centre

On this programme, you will 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.

## 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, Finance, Management, Marketing and Sales, Medical Practice, Law, Health and Safety and the Oil and Gas Industry.
- **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.

Member of

**BUSINESS  
ENGLISH UK**

for Professional Training



## Programme Features

- Use of the exclusive executive lounge
- Optional preparation of a presentation, which we analyse and record
- 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 2018

Course number	E-1.20	E-1.25	E-1.30	B-1.30E - B-4.30E	S-5.30AE - S-8.30E
<b>Course type</b>	<b>Intensive Study in a Mini Group</b>			<b>Intensive Study in a Mini Group plus English for Business and Specialised Subjects</b>	
				<b>B-1.30E</b>	<b>English for Business</b>
				<b>B-2.30E</b>	<b>English for Finance</b>
				<b>B-3.30E</b>	<b>English for Management</b>
				<b>B-4.30E</b>	<b>English for Marketing and Sales</b>
				<b>S-5.30AE</b>	<b>English for Medical Professionals</b>
				<b>S-5.30BE</b>	<b>English for Medical Students</b>
				<b>S-6.30E</b>	<b>English for Law</b>
				<b>S-7.30E</b>	<b>English for Health and Safety</b>
				<b>S-8.30E</b>	<b>English for the Oil and Gas Industry</b>
<b>Total lessons per week</b> <small>(lesson duration: 45 minutes)</small>	<b>20</b>	<b>25</b>	<b>30</b>	<b>30</b>	
<b>General English lessons</b>	20	25	30	20	
<b>Specialised lessons</b>	~	~	~	10	
<b>Language levels for entry</b>	Beginner to Advanced See note A on page 26			Intermediate to Advanced See note B on page 26	
<b>CEFR levels for entry</b>	A1 - C1 - see note A on page 26			B1 - C1 - see note B on page 26	
<b>General English - mini group size</b>	Average 2 (Max. 4)			Average 2 (Max. 4)	
<b>Specialised English - group size</b>	~			Average 4 (Max. 6) Average 5 (Max. 8) 4 June to 24 August	
<b>Minimum age</b>	21			21	
<b>Course duration (weeks)</b> <small>Longer courses by arrangement</small>	1 - 12			2 - 4	
<b>Course fees</b>	Pounds sterling			Pounds sterling	
<b>First week</b>	830	960	1090	~	
<b>First 2 weeks</b>	1490	1750	2010	1895	
<b>Each additional week</b>	660	790	920	825	

## Executive homestay accommodation fees - single room (Pounds sterling)

<b>First week</b>	303
<b>Each additional week</b>	243
<b>High season supplement</b> <small>(17 June to 12 August - per week)</small>	37

**Alternative accommodation**  
Please see page 35.

## Course entry dates 2018

### E-1.20, E-1.25, E-1.30

January	February	March	April	May	June	July	August	September	October	November	December
2, 8, 15, 22, 29	5, 12, 19, 26	5, 12, 19, 26	3, 9, 16, 23, 30	8, 14, 21, 29	4, 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

### B-1.30E, B-2.30E, B-3.30E, B-4.30E S-5.30AE, S-6.30E, S-7.30E, S-8.30E

### S-5.30BE - See page 26

January	February	March	April	May	June	July	August	September	October	November	December
2, 15, 29	12, 26	12, 26	9, 23	8, 21	4, 18	2, 16, 30	13, 28	10, 24	8, 22	5, 19	3*

\* 2 or 3 weeks only

# Executive Courses 2018

Course number	E-2.30	E-2.35	E-2.40	E-3.20	E-3.25	E-3.30
<b>Course type</b>	<b>Intensive Study in a Mini Group plus Individual Tuition</b>			<b>Intensive Individual Tuition</b>		
<b>Total lessons per week</b> <small>(lesson duration: 45 minutes)</small>	<b>30</b>	<b>35</b>	<b>40</b>	<b>20</b>	<b>25</b>	<b>30</b>
<b>General English lessons</b>	20	25	30	~	~	~
<b>Individual lessons</b>	10	10	10	20	25	30
<b>Specialised individual tuition</b>	Yes See section below			Yes See section below		
<b>Language levels</b>	Beginner to Advanced See note A			Beginner to Advanced See note A		
<b>CEFR levels</b>	A1 - C1 - see note A			A1 - C1 - see note A		
<b>Mini group size</b>	Average 2 (Max. 4) (Plus individual tuition)			Individual tuition		
<b>Minimum age</b>	21			21		
<b>Course duration (weeks)</b> <small>Longer courses by arrangement</small>	1 - 12			1 - 12		

## Course fees include...

- Enrolment fee
- Pre-training assessment
- Entry test
- Tuition
- Textbooks and teaching materials
- Individual tutorial during your first week and every 2 or 4 weeks thereafter, depending on the length of your course
- End-of-course progress report
- Use of the Executive Centre lounge and facilities
- Multi-media learning centre for personal study
- Educational Advisory Service
- Student card
- Certificate of Studies
- Wi-Fi
- Executive Centre social evenings every two weeks (additional costs may apply).
- Sports and leisure activities information available online: [www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)
- Services of the Student Support team

## Executive homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
- Breakfast Monday to Sunday
- 3 course evening meal Monday to Sunday
- Light lunch Saturday and Sunday (lunch from Monday to Friday may be purchased in the Student Centre)
- Exclusive use of a shower or bathroom and toilet facilities
- Washing and ironing service
- Internet access

## Specialised individual tuition

If your English language level is Pre-Intermediate or above, 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
- Examination Preparation
- Finance
- Health and Safety
- Human Resources
- Legal Practice
- Management
- Maritime Industry
- Marketing and Sales
- Medical Practice
- Military English
- Oil and Gas
- Social English
- Hospitality and Tourism

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

## Course fees

Pounds sterling

Pounds sterling

### First week

1415	1545	1675	1355	1615	1875
------	------	------	------	------	------

### Each additional week

1185	1315	1445	1185	1445	1705
------	------	------	------	------	------

## Executive homestay accommodation fees - single room (Pounds sterling)

### First week

303

### Alternative accommodation

Please see page 35.

### Each additional week

243

### High season supplement

(17 June to 12 August - per week)

37

## Notes

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

**B** If you would like an indication of your English language level, you can take an online test 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 2018

### E-2.30, E-2.35, E-2.40 E-3.20, E-3.25, E-3.30

January 2, 8, 15, 22, 29	February 5, 12, 19, 26	March 5, 12, 19, 26	April 3, 9, 16, 23, 30	May 8, 14, 21, 29	June 4, 11, 18, 25	July 2, 9, 16, 23, 30	August 6, 13, 20, 28	September 3, 10, 17, 24	October 1, 8, 15, 22, 29	November 5, 12, 19, 26	December 3, 10, 17
--------------------------------	------------------------------	---------------------------	------------------------------	-------------------------	--------------------------	-----------------------------	----------------------------	-------------------------------	--------------------------------	------------------------------	-----------------------

### S-5.30BE

January 2, 15*	July 2, 16, 30	August 13*
-------------------	-------------------	---------------

\* 2 weeks only



### **Specialised Individual Tuition (Courses E-2.30 to E-2.40 and E-3.20 to E-3.30)**

If your English language level is Pre-Intermediate or above, 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 26. If you choose examination preparation, you can prepare for any of the examinations listed on page 17.

#### **Learning Objectives**

Having identified your objectives and established your level, we plan your course and then monitor your progress throughout your programme:

- Pre-training assessment form
- Entry test and needs analysis
- Regular individual tutorials
- Weekly review of your learning priorities

#### **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.





# Professional and Technical Programme

## Hospitality and Tourism



## Health and Safety



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:

### Aviation English Division

- Test of English for Aviation Personnel
- Introduction to Aviation
- English for Pilots and Air Traffic Controllers
- Aviation English Teachers
- ICAO Raters
- Other aviation specialisations

For further details visit the website:

[www.aviation-english-division.com](http://www.aviation-english-division.com)

### Health and Safety

- The need for health and safety rules
- Risk assessment
- Fire risks
- Health and safety in the workplace
- Formal documentation

### Maritime Personnel

- Ship operations
- Ship types and characteristics
- Ports and terminals
- Crewing and training
- Maintenance and repair
- Maritime law
- Marine insurance

### Engineering

- Design
- Measurement
- Materials
- Manufacturing, assembly and quality control
- Static and dynamic principles
- Energy and temperature
- Fluids
- Mechanisms

### Hospitality and Tourism

- Hotel facilities and services
- Travel arrangements
- Safety and hygiene
- Dealing with customers
- Food and drink
- Formal and informal documentation

### Air Force Personnel

- An Air Force base
- The plane
- The crew
- Types of aircraft
- Weaponry
- Ground services and personnel
- Air traffic control
- Writing and communications

## Engineering



### Naval Personnel

- Navy organisation
- Navy surface ships and weaponry
- Submarines and aircraft
- A naval base
- Naval operations
- Peacekeeping
- Writing and communications

### Immigration and Security Officers

- Dealing with people
- Passenger profiling
- Passenger and baggage screening
- Procedures at ports/points of entry and departure
- Immigration law and criminal offences
- Port and airport lexis
- Automated and non-automated security systems
- Writing and documentation

### Army Personnel

- Army organisation
- Weapons and equipment
- An army base
- Army operations
- Peacekeeping
- Logistics
- Writing and communications

### Police Forces

- International and national law
- Police organisation
- Police operations
- Dealing with the public
- Court procedures
- Equipment
- Writing and communications

### Naval Personnel



### Maritime Personnel



### Immigration and Security Officers



For individual course fees,  
please refer to Executive  
Courses E-2.30 to E-3.30  
on page 26.

For group quotations  
please contact us:

[english@anglo-continental.com](mailto:english@anglo-continental.com)



# Club 50+ Programme

More and more people in their fifties, sixties and beyond appreciate the attraction of a short, well-organised study programme - especially when it is combined with visiting and exploring new destinations. If you are fifty 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 fifty. 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 modern 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.
- Learn in an international environment and make friends with people from many other countries.
- 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.



## Programme Features

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

# Special Courses 2018 for the Over 50s

<b>Course number</b>	<b>F-1.20</b>
<b>Course type</b>	<b>English Language and Cultural Activities</b>
<b>Lessons per week</b> <small>(lesson duration: 45 minutes)</small>	<b>20</b>
<b>Language levels</b>	Elementary to Upper Intermediate
<b>CEFR levels</b>	A1 - B2
<b>Class size</b>	Average 9 (Max.12)
<b>Excursions</b>	2 per week
<b>Leisure and cultural activities</b>	2 per week
<b>Minimum age</b>	50 - no upper limit
<b>Course duration (weeks)</b>	2 - 4
<b>Course are held between</b>	14 May - 9 June 13 August - 8 September
<b>Activities programme</b>	
<b>Excursions, leisure and cultural activities</b>	For detailed information on excursions and activities, please ask for our Club 50+ timetable or visit our website at <a href="http://www.anglo-continental.com">www.anglo-continental.com</a>
<b>Course fees</b>	Pounds sterling
<b>First 2 weeks</b>	930
<b>Each additional week</b>	395
<b>Standard homestay accommodation fees - single room</b>	
	Pounds sterling
<b>First 2 weeks</b>	306
<b>Each additional week</b>	123
<b>Executive homestay accommodation fees - single room</b>	
	Pounds sterling
<b>First 2 weeks</b>	546
<b>Each additional week</b>	243
<b>Door-to-door car service from homestay to course centre</b>	
	Pounds sterling
<b>6 journeys per week</b>	39 per week

## 2 - 4 week course entry dates 2018

May 14, 21, 29	August 13, 20, 28
-------------------	----------------------

## Excursions planned

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

- London to include a sightseeing tour of the main sights, including Buckingham Palace, Trafalgar Square and time for additional sightseeing or shopping.
- Oxford and Magdalen College - an ancient university city with medieval lanes.
- The City of Bath and Stonehenge.
- The City of Salisbury and Mompesson House.
- Alresford and the historic Watercross Steam Railway Line.
- Kingston Lacy House and Gardens.
- Breamore House and Countryside Museum.

## Optional excursions

At extra cost (minimum 22 participants):

- Isle of Wight to include Osborne House.
- The Tower of London and Kew Gardens.
- Hengistbury Head and Christchurch to include a tour of the Priory at Christchurch.

## 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.
- Fish and chips on Poole Quay to include the 'Poole Cockle Trail', a walk tracing the Old Town's history.
- Role Play - act out everyday situations.
- Social English - interactive activities.
- Quiz session with prizes.
- Discussion on cultural topics.

## Course fees include...

- Enrolment fee
- Entry test
- Tuition
- Textbooks and teaching materials
- Multi-media learning centre for personal study
- Student card
- Certificate of Studies
- Orientation tour on first day
- Wi-Fi
- Excursions, leisure and cultural activities (including all entrance fees)
- Services of the Student Support team

## Homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
- Breakfast Monday to Sunday
- Evening meal Monday to Sunday
- Light lunch Saturday and Sunday (lunch from Monday to Friday may be purchased in the Student Centre)
- Light laundry service

For further details of accommodation see pages 34 - 35.

## Airport transfers

- See pages 38 - 39.

## 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 programme fees (including VAT) are:

First 2 weeks           £ 545  
Each additional week   £ 240

Homestay accommodation is charged separately.



# Teacher Training Programme

Anglo-Continental 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.

## Course T-1.20

**20 lessons** per week 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.

## Course T-1.25

**20 lessons** per week 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

**5 lessons** per week 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.



## 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)



Authorised Centre

- For a sample timetable please visit our website at [www.anglo-continental.com](http://www.anglo-continental.com)

# Language and Methodology of English Teaching 2018

Course number	T-1.20	T-1.25
<b>Lessons per week</b> (Lesson duration: 45 minutes)	<b>20</b>	<b>25</b>
	<b>20 lessons</b> of teaching methodology including: - English language development - British life and culture	<b>20 lessons</b> of teaching methodology including: - English language development - British life and culture <b>plus</b> <b>5 lessons</b> of TKT modules 1, 2, 3 practice
<b>Guided private study</b> (Minimum sessions per week)	5	5
<b>Minimum language levels for entry</b>	Intermediate - see note A	Intermediate - see note A
<b>CEFR levels for entry</b>	B1 - see note A	B1 - see note A
<b>Class size</b>	Average 10 (Max. 15)	Average 10 (Max. 15)
<b>Minimum age</b>	20	20
<b>EU funding available</b>	See note B	See note B
<b>Course duration (weeks)</b>	2, 3 or 4	2, 3 or 4
<b>Courses are held between</b>	2 July - 10 August	2 July - 10 August
<b>Course fees*</b>	Pounds sterling	Pounds sterling
<b>First 2 weeks</b>	605	820
<b>Each additional week</b>	250	355

## Standard homestay accommodation fees - single room (Pounds sterling)

<b>First 2 weeks</b>	380
<b>Each additional week</b>	160

\* Inclusive of VAT where applicable.

## Course fees include...

- Enrolment fee
- Pre-training assessment
- Entry test
- Tuition
- Textbooks and teaching materials
- Multi-media learning centre for personal study
- Educational Advisory Service
- Student card
- Certificate of Studies
- Orientation tour on first day
- Wi-Fi
- Sports and leisure activities information available online: [www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)
- Services of the Student Support team

## Standard homestay accommodation fees include...

- Single room - from the Sunday before course commencement to the Sunday after its completion
- Breakfast Monday to Sunday
- Evening meal Monday to Sunday
- Light lunch Saturday and Sunday (lunch from Monday to Friday may be purchased in the Student Centre)
- Light laundry service

For further details of accommodation see pages 34 - 35.

## Test fees

- The test fees 2018 are not included in the course fees. They are published on the website from October 2017.

## Please note

- T-1.20 students may have their lessons either in the morning or in the afternoon on alternate weeks.
- T-1.25 students have lessons in the morning and afternoon.

## Airport transfers

- See pages 38 - 39.

## 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, you can take an online test 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 General English Course. See pages 8 - 10.

**B** As a student of Anglo-Continental, a British Council accredited school, you may be eligible for funding through the Erasmus+ Programme. To find out if you are eligible please visit the website:  
[www.erasmusplus.org.uk](http://www.erasmusplus.org.uk)

## Course entry dates 2018

July  
2, 9, 16,  
23, 30

## Test date for the University of Cambridge TKT

July  
27      August  
10

We must receive your enrolment at least 8 weeks before the test date. Please see page 17 for further details.



# Accommodation

## Homestay Accommodation Fees 2018 - single room (Pounds sterling)

	Standard - 16-17	Standard - 18+	Standard with Private Bathroom 18+	Executive - 18+
<b>First week</b>	193	183	238	303
<b>Each additional week</b>	133	123	178	243
<b>High season supplement</b> (17 June to 12 August - per week)	37	37	37	37

### Selection of homestay accommodation

Carefully selected homestay accommodation is an established feature of all our programmes. Thanks to our selection process, administration and supervision of our homestay accommodation, we ensure that you are comfortable and well looked after during your course. All homestay accommodation registered with Anglo-Continental are regularly checked by our staff and evaluated by our students, to ensure that it remains at a high standard.

### Why stay in a homestay accommodation?

- Your host family will make you feel welcome and will help you with any concerns during your stay.
- You will enhance the language and cultural experience of your stay in England by living with a host family.
- You will be treated like a member of the family.
- Your host family will make time to speak with you at meal times and will invite you for a chat over a cup of tea. This is a great way to advance your English outside of the classroom.
- Your host family will also help you with practical matters such as how to get to school on your first day.

### Standard homestay accommodation

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

### Important notice - students under 18 years

In accordance with British Council recommendations, we check that homestay family members are suitable to accommodate students under 18 years of age by using the Disclosure and Barring Service (DBS).

### Standard homestay accommodation with private bathroom (Age 18+ only) Limited availability

- A pleasantly furnished single bedroom
- Exclusive use of a shower or bathroom and toilet facilities
- 16 meals per week
- A light laundry service
- Internet access is available in most homes

### Executive homestay accommodation (Age 18+ only)

For students attending the Executive Programme and, subject to availability, for Business and Specialised, Professional Training, Aviation and Club 50+ Programmes:

- A spacious, comfortably furnished bedroom
- Exclusive use of a shower or bathroom and toilet facilities
- 16 meals per week (3 course evening meal accompanied by a glass of wine or beer)
- A washing and ironing service
- Internet access is available in all executive homes
- Our executive hosts provide an enhanced standard of hospitality and comfort

### Homestay Testimonial

*"I thoroughly enjoy looking after students and have learnt so many interesting things and met some wonderful people. One of the most important aspects to hosting students is to eat with the students as much as possible in order to get to know them properly and make them feel welcome."* **Mrs Langley, Homestay**

# Student support



## Alternative 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):

- Student hotel accommodation
- Hotel and guest houses

Reservations made through Anglo-Continental are subject to a reservation fee of £50 per room. Further details and suggested establishments are available on our website: [www.anglo-continental.com/alternative.html](http://www.anglo-continental.com/alternative.html)

## Safety and student support

The safety and wellbeing of our students is one of our top priorities. Anglo-Continental has fully trained staff and facilities to provide a high standard of student support, safety and first aid.

## 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.

Our Student Support staff provide a confidential and discreet service for problems of a delicate or sensitive nature. Two members of the Student Support Team are fully qualified therapeutic counsellors and members of the British Association of Counselling and Psychotherapy (BACP). As well as qualifications, the Student Support Team has a wealth of experience in dealing with international students and the variety of problems that might arise.

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

## Students under 18 years of age

Anglo-Continental strictly monitors students under 18 years of age. Any unauthorised absence is followed up by our Student Services staff. On the first day of school our Student Support Officer meets with new students under 18 years of age on Adult Courses to ensure that these students are aware of the Anglo-Continental Guidelines for students under 18. These students will also be asked to sign a statement to confirm that they understand and will follow these guidelines.





# Excursions

Warwick Castle



Durdle Door, Dorset



## Excursions

At Anglo-Continental, 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 around 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.

# Activities, leisure & sports



## Leisure

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 such as the Air Festival, Wheels Festival, Food and Drink Festival and Arts by the Sea
- Every kind of music - including the famous Bournemouth Symphony Orchestra
- An exceptional choice of pubs, clubs and lively places of entertainment

## Sports (some at extra cost)

You can select from a wide choice of sports activities:

- 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 and basketball
- Tennis, badminton, bowls and ten-pin bowling
- Gymnastics, squash, fitness training or martial arts
- Horse riding in the nearby New Forest National Park
- Golf - at a choice of excellent courses in Bournemouth



## Free Social Activities Programme Typical Timetable

Every Monday	Tuesday	Wednesday	Thursday	Every Friday
<b>Free English Language Conversation Club</b>  Come to speak in English with a teacher every Monday and make new friends!  Meet in the Student Centre @ 13:45 hours 	<b>Table Tennis</b>  <b>Tuesday</b> <b>New Age Kurling Tournament</b>  <b>Tuesday</b> <b>Team Games</b>  <b>Tuesday</b> <b>Croquet and Boules</b> 	<b>Social Evening @ Aruba, Pier Approach</b>  <b>Wednesday</b> <b>Social Evening @ The Moon in the Square</b>  <b>Wednesday</b> <b>Social Evening @ Sixty Million Postcards</b>  <b>Wednesday</b> <b>Social Evening @ Mary Shelley</b> 	<b>Volleyball</b>  <b>Thursday</b> <b>Zumba with Rosie</b>  <b>Thursday</b> <b>Yoga with Rebecca</b>  <b>Thursday</b> <b>May Fayre Social Event</b> 	<b>ACSU Football Club at the Littledown Centre</b>  Come and play football and make new friends!  Meet at the Littledown Centre @14:30 

Monthly programme: [www.anglo-continental.com/leisure.html](http://www.anglo-continental.com/leisure.html)

# Anglo-Continental transfer services

## Recommended Option



### Anglo-Continental's coach transfer services

#### On Arrival

- meet and greet at London Heathrow
- escorted transfer to school
- car to accommodation

#### On Departure

- car from accommodation to school
- escorted transfer to London Heathrow

### Anglo-Continental Coach Transfer Services

Journey time: Approximately 2 hours

#### London Heathrow Airport (LHR) to Accommodation

Sunday	3, 10, 17, 24 June 2018
Sunday	1, 8, 15, 22, 29 July 2018
Sunday	5, 12 August 2018

#### Accommodation to London Heathrow Airport (LHR)

Sunday	17, 24 June 2018
Sunday	1, 8, 15, 22, 29 July 2018
Sunday	5, 12, 19, 26 August 2018

#### Coaches depart between

0800 to 2000 hours

#### Charges per person

£ 46

#### Coaches depart between

0500 to 1600 hours

£ 46

**Reservation and confirmation** of flight details are required no later than 10 days in advance.



### Anglo-Continental's car transfer services

offer a personal meet and greet service from any location in Great Britain at any time and on any day. You will be driven directly and comfortably to your destination.

A second passenger may travel in the same car for a surcharge of £ 16.

You may be sharing a car with another student.

### Anglo-Continental Car Transfer Services Charges per single journey

From/To	Time	1 person	Extra Waiting*
London Heathrow	Any time	£ 162	£ 20
London Gatwick	Any time	£ 174	£ 20
London City	Any time	£ 263	£ 20
London Centre	Any time	£ 241	£ 20
London Stansted	Any time	£ 242	£ 20
London Luton	Any time	£ 195	£ 20
Southampton Airport	Any time	£ 88	£ 20
Bournemouth Airport	Any time	£ 42	£ 20

\* The first 2 hours of waiting time are free of charge. Extra waiting time charge per 30 minutes.

**Reservation and confirmation** of flight details are required no later than 10 days in advance.

# Anglo-Continental transfer information

## Reservation

Anglo-Continental car and coach transfers must be booked no later than 10 working days before the date of arrival, stating:

- Name
- Mobile telephone number
- 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.



Full details of the meeting point are given in the confirmation documents.

## 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, an additional charge may have to be made. It is important that you advise us in advance if there is excess baggage so we can make appropriate arrangements, otherwise you may find that the excess luggage cannot travel with you and there may be additional charges.

## Delayed arrival - car transfers

The driver will wait for 2 hours from the advised arrival time. If you are delayed further, for whatever reason, the driver will wait for up to an additional 2 hours and you will be charged £ 20 per 30 minutes. Any additional charges must be paid on the first day of school.

## Possible waiting times for coach transfers

It is our aim to transfer you to Bournemouth as soon as possible after meeting our representative. However, Anglo-Continental cannot be held responsible for delays caused by late arrival of incoming flights, congestion at UK Border Control, hold-ups at Customs or heavy traffic on the roads or any other event.

## Cancellation

Notice of cancellation or change of a transfer must be received in writing 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 must be paid.

# Public transfer services



## National Express Coaches

National Express provide coach services to the public. There are frequent services throughout the day every day of the year and services from London Heathrow are direct to the Bournemouth

Interchange. However, if you arrive at another airport you will have to change coaches. You will need to take a taxi from the coach station to your accommodation. For full details of their services, current timetables and prices please visit [www.nationalexpress.com](http://www.nationalexpress.com) as coach times may vary.

## National Express Coaches to Bournemouth

### Coach Station

London Heathrow Airport  
London Gatwick Airport  
London City Airport  
London Stansted Airport  
London Luton Airport

### Coaches operate between

06.00 - 00.30  
03.40 - 24.00  
05.50 - 20.00  
04.05 - 23.45  
04.10 - 23.55



## National Rail

Train services from London Waterloo and Southampton Airport Parkway are direct and available every day of the year. Other airports are served by trains but are not direct and may involve

a coach or the underground depending on the particular airport. You will need to take a taxi from Bournemouth railway station to your accommodation. For full details of their services, current timetables and prices please visit [www.nationalrail.co.uk](http://www.nationalrail.co.uk) as train times may vary.

## National Rail Services to Bournemouth

### Train Station

London Heathrow Airport  
London Gatwick Airport  
London City Airport  
London Stansted Airport  
London Luton Airport

### Trains operate between

06.45 - 23.30  
06.50 - 23.50  
06.40 - 22.11  
06.00 - 23.15  
05.45 - 20.45

# Conditions of enrolment 2018

All enrolments are subject to these conditions, which become legally binding on confirmation of acceptance by Anglo-Continental, and to the age limitations and arrangements specified in Anglo-Continental'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.

Anglo-Continental 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 or if an incorrect declaration has been made.

## 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 Anglo-Continental no later than four weeks before course commencement,

otherwise Anglo-Continental reserves the right to cancel, without notice, the course, accommodation and all other services. 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 Agent to whom the fees were originally paid. Anglo-Continental reserves the right to make fee adjustments as a result of changes to statutory taxes without prior notice.

## Visas

If you require a visa, **it is your responsibility to ensure that you apply for the correct type of visa** to allow you to study at Anglo-Continental for the entire period of your course(s). You must ensure that all details on your confirmation documents (including the visa letter or the Confirmation of Acceptance for Studies) issued by Anglo-Continental are correct before you apply for your visa. Anglo-Continental cannot be held liable for any errors that occur during the visa application process. It is also your responsibility to continue to maintain the correct immigration status to study at Anglo-Continental for the duration of your course(s). Failure to do so may lead to termination of your studies without refund or compensation.

## School regulations

Anglo-Continental 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. The school regulations are available online: [www.anglo-continental.com/schoolregs.html](http://www.anglo-continental.com/schoolregs.html)

# Conditions of enrolment (continued)

## **Cancellation or postponement of a course**

A course is not transferable but may be cancelled or postponed and full course fees will be refunded (except for bank charges), provided that written notice is received by Anglo-Continental not less than four weeks before the scheduled date of course commencement. In the absence of such notice, or if less than four weeks' notice is received:

- in the case of cancellation, a fee of £ 500 is payable in lieu of notice;
- in the case of postponement, Anglo-Continental 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 £ 100) provided that you send us a copy of the letter of refusal before the intended start date of the course.

Any additional charges for services provided by a third party (such as Home Office CAS charges, 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 Anglo-Continental 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.

## **Incorrect declaration**

Anglo-Continental reserves the right to withdraw a student from the course if an incorrect declaration has been made or if information regarding a student's ability to participate in the course has not been disclosed to us before course commencement. In this case, no refund can be made.

## **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 curtailment of a course, must be made to Anglo-Continental 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. An administrative charge of £25 will be made for each request to change homestay family accommodation. Accommodation fees continue to be payable for any periods of absence during the course.

## **Photography, film, sound recordings and written work**

During our courses we sometimes take photographs, film footage and sound recordings, some of which may be incorporated into items such as, but not limited to, future publicity material, social media sites, tests and educational materials. We may also wish to use examples of your written work. If you do not wish to participate in any of these items, please advise Anglo-Continental in writing before the start of the course, otherwise it is understood that you have unreservedly given your consent for these to be used.

## **Liability and insurance**

Anglo-Continental 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. Anglo-Continental will also not be held responsible for any delay in scheduled services of third

party companies or if any service cannot be provided as specified. Any complaints, liabilities, losses or damages arising should be submitted to the third party company concerned. 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.

## **Transfer 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. Please check the website for the latest charges:  
[www.anglo-continental.com/more-info/transfer-services](http://www.anglo-continental.com/more-info/transfer-services)

## **Force majeure**

It shall be a fundamental condition of the contract between the student and Anglo-Continental or its Agents that neither Anglo-Continental nor its Agents 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 Anglo-Continental meets your requirements we and, if appropriate, the Anglo-Continental Agent 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 Anglo-Continental 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 Home Office as required by UK law.

Please note that where your information is held by an Anglo-Continental Agent, it will be subject to your Agent'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 2018 and are subject to English law. The English language version is legally binding in all cases.

Anglo-Continental 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.

Anglo-Continental has a legal duty of care for students under 18 years of age. A holiday or break in stay can only be authorised once written permission has been received from the student's parent/guardian.

# Enrolment form 2018



Detach here

## Personal data

(Please complete in BLOCK CAPITALS)

Mr  Mrs  Miss  Other  Please mark

Family name

First name

Date of birth

As in your passport

Place and country of birth

Nationality

Mother tongue

Passport number (If you require a visa)

Occupation

## Home address

Road/Number

Town/Postcode

Country

## Mailing address (If different from home address)

Name

Road/Number

Town/Postcode

Country

## Contact details

Telephone - private

Telephone - business

Telephone - mobile

Email

Skype

## Course data (Complete for each course required)

Course number  Course name

Entry date  /  /  Number of weeks

Course number  Course name

Entry date  /  /  Number of weeks

## What is your present level of English?

Beginner  Intermediate

Elementary  Upper Intermediate

Pre-Intermediate  Advanced

Have you attended an Anglo-Continental course before? Yes  No

If yes, in which year(s):

## Pre-training assessment for Executive, Business, Specialised and Teacher Training Programmes

If you enrol on one of the above Programmes, please also complete the Pre-training assessment form: [www.anglo-continental.com/enrolment](http://www.anglo-continental.com/enrolment)

## Examinations and further study

If you intend to take an examination, please complete the examinations enquiry form: [www.anglo-continental.com/examform.pdf](http://www.anglo-continental.com/examform.pdf)

Do you intend to go to college/university in the UK after your course? Yes  No

## Accommodation data (Sunday to Sunday)

I require standard homestay accommodation

I require standard accommodation with private bathroom Subject to availability.

I require executive homestay accommodation

I do not require accommodation. I shall be making my own arrangements and will notify you of the address before my arrival in England.

Do you smoke? Yes  No

Do you suffer from an allergy? Yes  No

If yes, please give details

Do you have any special dietary requirements? Yes  No

e.g. vegetarian, vegan, coeliac, gluten free, lactose free or serious nut allergy  
If yes, please give details

Special diets will incur an extra charge of £25 per week and are subject to availability.

Do you have a medical condition of which we should be aware? Yes  No

If yes, please give details

Do you have a physical disability, learning disability or mental health issue? Yes  No

If yes, please give details

## Transfer services (Please refer to page 38)

I wish to reserve:

Anglo-Continental car transfer On arrival   
On departure

Airport/Place of arrival

Airport/Place of departure

If you reserve a transfer, you must advise Anglo-Continental of your travel details not less than 10 days before your arrival.

Anglo-Continental coach transfer On arrival   
On departure

## International student travel insurance

I wish to book insurance for the duration of my course (not available for students aged 66 or over)

## Signature

I confirm that I have read and accept the 'Conditions of enrolment' on pages 39 and 40, and have completed the 'Payment of fees' form on page 42.

Signature (If you are under 18 years of age, signature of parent or guardian)

X

Date

Detach here

# Payment of fees



Detach here

Please repeat the name of the enrolled person as it appears on the 'Enrolment form' overleaf

Family name

First name

## Where to pay your fees

I will pay the fees to Anglo-Continental's Agent  
(Please do not complete 'how to pay your fees' section as our Agents have their own payment procedures)

I will pay the fees to Anglo-Continental  
(In this case, please complete the relevant section in 'how to pay your fees')

## How to calculate your fees

<b>Course fees</b>	First course	<input type="text"/>	weeks = £	<input type="text"/>
	Second course	<input type="text"/>	weeks = £	<input type="text"/>
	Third course	<input type="text"/>	weeks = £	<input type="text"/>
	Accommodation fees	<input type="text"/>	weeks = £	<input type="text"/>
	High season supplement	<input type="text"/>	weeks = £	<input type="text"/>
	Under 18 supplement	<input type="text"/>	weeks = £	<input type="text"/>
	International student travel insurance	<input type="text"/>	weeks = £	<input type="text"/>
	<b>Sub total</b>	£		<input type="text"/>

## Other charges

	On arrival	On departure	
Anglo-Continental car transfer	<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>
Anglo-Continental coach transfer	<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>
Home Office CAS Fee			£ <input type="text"/>
Students requiring Tier 4 (General) student visas only			£ <input type="text"/>
		<b>Total</b>	£ <input type="text"/>

## When to pay your fees

### If you DO NOT require a VISA

The fees must be received in full at least 4 weeks before course commencement. (No deposit required).

### If you REQUIRE a VISA

To obtain a visa you will need our confirmation documents. Before issuing a visa letter, we must ask you for a deposit of £ 500 (deductible when you pay your fees), or the full amount of the fees due.

Where a Confirmation of Acceptance for Studies (CAS) needs to be issued, the full amount of the fees needs to be received unless you are fully sponsored by your government. The cost of each CAS is currently £ 21. You will be automatically invoiced for this fee.

I wish to pay the deposit of £ 500 now (deductible when I pay my fees) and I confirm that I will pay the balance to reach Anglo-Continental not later than 4 weeks before course commencement

I wish to pay the fees in full now

## Refund guarantee

Should your application for a visa be refused, we will refund any published course fees paid by you (after deduction of an administration charge of £ 100), provided that you send us a copy of the letter of refusal before the intended start date of your course and the refusal was not based on incomplete or inaccurate information on your visa application. Any additional charges for services provided by a third party (such as Home Office CAS charges, hotel accommodation, flat rental and courier services) are not covered by this guarantee.

## How to pay your fees

Preferred payment method - I will arrange a secure online bank transfer or credit card payment via Flywire:  
<https://www.flywire.com/pay/anglo-continental>



### Bank transfer

I will arrange for a bank transfer using SWIFT to:

Lloyds Bank plc, 45 Old Christchurch Road  
Bournemouth BH1 1ED, England

account name: Anglo-Continental

account number: 01 91 75 58

IBAN: GB05 LOYD 3091 0801 9175 58

BIC: LOYDGB21045

sort code: 30-91-08

(Please inform your bank that you will pay **all** bank transfer charges both in your own country and in England, and send us a copy of the Bank's Transfer Confirmation as proof of payment.)

My company/sponsor will pay the fees

Company/Sponsor's name	
Road	PO Box
Town/Postcode	
Country	
Name of person responsible for payment	
Telephone	
Mobile	
Email	

Please send your 'Enrolment form' to our Agent in your country or, if no address is given, to:

### Anglo-Continental

29-35 Wimborne Road, Bournemouth BH2 6NA, England

**Telephone** (GB code) +(0)1202 55 74 14

**Fax** (GB code) +(0)1202 55 61 56

**Email** english@anglo-continental.com

**Website** www.anglo-continental.com

If you have been advised by our Agents in your country, please write their name, company name and address in the space provided below:

Detach here

# General information

## How to enrol

Please complete the 'Enrolment form' and 'Payment of fees' on pages 41 and 42.

- 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
- Decide if you wish to take out International Student Travel Insurance with Anglo-Continental or arrange your own insurance for the duration of your course
- Select where, when and how you wish to pay your fees
- Send the 'Enrolment form', completed on both sides, to our Agent in your country. Alternatively email or post it to Anglo-Continental. You can also enrol and make secure credit card payments online at: [www.anglo-continental.com/enrolment](http://www.anglo-continental.com/enrolment)
- If you have enrolled on an Executive, Business and Specialised or Teacher Training Course we will send you the pre-training assessment form to complete and return to our Agent in your country. Alternatively email or post it to Anglo-Continental.
- As a school accredited by the British Council and the Independent Schools Inspectorate (ISI), Anglo-Continental must follow strict regulations regarding the acceptance of students under 18 years of age. Therefore, if your son/daughter is under 18 years of age at the time he/she attends the course, we will send you the Declaration for Students 16/17 years old enrolled on Adult Courses. Please send the completed form to our Agent in your country or to Anglo-Continental, to arrive no later than 10 days before the date of course commencement.

## 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 'Student Handbook'

If you require a visa, we can only send the relevant documents to you 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 Anglo-Continental
- Copy of the bank's transfer confirmation, or other evidence that you have paid your fees to Anglo-Continental or its Agent.

## 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 Anglo-Continental or your own travel adviser.

## 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

## Timetables

Sample timetables can be downloaded from the website: [www.anglo-continental.com](http://www.anglo-continental.com)

## School and national holidays

Anglo-Continental is closed:

23 December 2017 to  
1 January 2018 for 1 week

22 December 2018 to  
6 January 2019 for 2 weeks

Anglo-Continental is also closed on official national holidays declared by the British Government. Those scheduled for 2018 are: 1 January, 30 March, 2 April, 7 May, 28 May 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 2018 to 6 January 2019, homestay accommodation will be upgraded to full board during the holiday, at a supplement of £ 63 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.

## UK visa requirements

If you are unsure whether you will need a visa to study in the UK, visit the Home Office website at: [www.gov.uk/visas-immigration](http://www.gov.uk/visas-immigration)  
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 for your course as early as possible as the application procedure may take several weeks to complete. Before issuing a visa letter, 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 assigning a Confirmation of Acceptance for Studies (CAS), the full amount of the fees will be due unless you are government sponsored.

It is your responsibility to ensure that you apply for the correct type of visa to allow you to study at Anglo-Continental for the entire period of your course(s). You must ensure that all details on your confirmation documents (including the visa letter or the CAS) issued by Anglo-Continental are correct before you apply for your visa. Anglo-Continental cannot be held liable for any errors that occur during the visa application process. It is also your responsibility to continue to maintain the correct immigration status to study at Anglo-Continental for the duration of your course(s). Failure to do so may lead to termination of your studies without refund or compensation.

We strongly recommend that you send a scanned copy of your visa to us to check prior to your departure to the UK.

## Refund guarantee

Should your application for a visa be refused, we will refund any published course fees paid by you (after deduction of an administration charge of £ 100) provided that you send us a copy of the letter of refusal before the intended start date of your course.

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

## Anglo-Continental's Home Office Licence Number

Anglo-Continental holds Tier 4 Sponsor status on the Home Office Register of Sponsors. Anglo-Continental's Licence Number is: 52F9Y0GV5. Further details are available on our website: [www.anglo-continental.com/visas.html](http://www.anglo-continental.com/visas.html)

## 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 visa before you travel to the UK. The Schengen visitor visa has made travelling between its 26 European member countries much easier. For further information, visit the Schengen visa website at [www.schengenvisa.cc](http://www.schengenvisa.cc)

# Other Anglo-Continental Publications



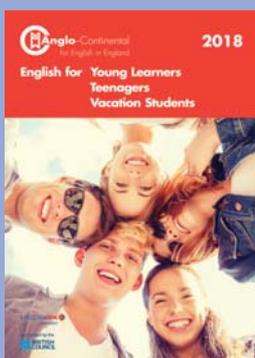
## Aviation Prospectus (available online only)

- Test of English for Aviation Personnel (TEAP)
- Introduction to Aviation English Course
- English for Pilots and Air Traffic Controllers - ICAO Course 291
- Professional Training Course for Raters
- Teaching Methodology Course for Aviation English Teachers
- Aviation English Language Training Courses - English for Aeronautical Information Services (AIS), Air Navigation, Aviation Management, Aviation Security, Cabin Crew, Engineering in Aviation, Meteorology and Ground Personnel



## Teacher Training Prospectus (available online only)

- TEFL Taster Days
- Cambridge Certificate in English Language Teaching to Adults (CELTA) Courses



## Prospectus for Young Learners, Teenagers and Vacation Students

- Young Learners and Teenagers Programme
- Vacation Programme
- English + Football Programme

**68 years experience in teaching English to the world!**



### Anglo-Continental

29-35 Wimborne Road, Bournemouth BH2 6NA, England

**Telephone** (GB code) +(0)1202 55 74 14

**Email** [english@anglo-continental.com](mailto:english@anglo-continental.com)

**Website** [www.anglo-continental.com](http://www.anglo-continental.com)

