

## YEAR PLANNER 2009 – SCHEDULED COURSES

Month	Day	Short	Academic	Cambridge	Business	Medical	Teachers	IELTS	TOIEC	TOEFL	LEGAL
JAN	5										
	12										
	29										
	26										
FEB	2										
	9										
	16										
	23										
MAR	2										
	9										
	16										
	23										
	30										
APR	6										
	13										
	20										
	27										
MAY	4										
	11										
	18										
	25										
JUNE	1										
	8										
	15										
	22										
	29										
JULY	6										
	13										
	20										
	27										
AUG	3										
	10										
	17										
	24										
	31										
SEPT	7										
	14										
	21										
	28										
OCT	5										
	12										
	19										
	26										
NOV	2										
	9										
	16										
	23										
	30										
DEC	7										
	14										

## CONDITIONS OF ENROLMENT

- The School cannot reserve a place or accommodation until a Registration Deposit of £350.00 has been received.
- The Registration Deposit will not be refunded unless the course for which you apply is full.
- The full fees for the course (less the deposit) are payable 4 weeks before your course begins.
- Cancellation. If you cancel before a course starts, the School will refund fees paid in advance minus the Registration Deposit. Once a course has started, refunds will be considered at the discretion of the School. We strongly recommend insurance in case of accident, illness or bereavement. You should arrange this yourself or through the school. See the Course Application Form for details.
- Please choose your courses carefully. The School tries to be flexible to meet the needs of all our students but it is not always possible to change course on demand.

## PAYMENT

- By cash, sterling traveller's cheques, bank draft, or credit card.
- By Bank transfer to the School account  
 Bank Details  
 Oxford English Centre  
 National Westminster Bank  
 Cornmarket Street Branch, Oxford  
 Swift Code: NWBK GB2L  
 Bank Sort Code: 542123  
 Account Number: 87372282  
 IBAN Code: GB91 NWB K5421 23873 72282  
 BIC Code: NWBK GB2L

Please send a copy of the Bank Transfer order direct to the School. **Please note that if you choose to pay by bank transfer you are responsible for the bank charges incurred in your country and in Britain.**

## AFTER ENROLMENT

When we receive your application and registration deposits we will send you:

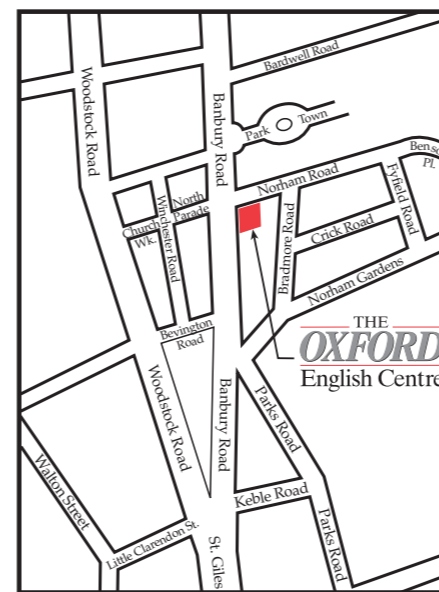
- A letter of confirmation
- A document of acceptance (to be presented on arrival, or to apply for a student visa before departure)
- Your accommodation address if you have requested this
- A school invoice showing balance of fees due

*The course fees are to be paid 4 weeks before your course begins.*

*The school reserves the right to alter the fees as circumstances demand.*

### Please Note

As part of our customer care policy Oxford English Centre will try to resolve any problems or misunderstandings that arise before they become complaints. If you are unhappy with any part of the school's service please let us know immediately via any member of staff in the main school office. If for any reason we are unable to deal with a complaint to your satisfaction we will refer you to the formal procedures operated by the professional associations to which we belong. These are English UK and IALC.



# THE OXFORD English Centre



## Dates & Fees 2009

(UK Sterling)

[www.oxfordenglish.co.uk](http://www.oxfordenglish.co.uk)

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 email: [info@oxfordenglish.co.uk](mailto:info@oxfordenglish.co.uk) · <http://www.oxfordenglish.co.uk>



Fees for all courses include materials, use of self-access facilities, some weekday social activities and local taxes.

## COURSE A: GROUP COURSE

**GENERAL ENGLISH** Tuition in graded, mixed – nationality groups.

### SHORTER COURSES 2009: 2 weeks or more

Begin any Monday		Tuition fees	
One lesson is 45 minutes tuition	30 lessons per week	Code	20 lessons per week
Minimum 2 weeks	£290.00 per week	AS	£222.00 per week
			AM

### ACADEMIC YEAR COURSES:

Begin any Monday		Tuition Fees	
8-19 weeks	30 lessons per week £262.00 per week	Code AYS	20 lessons per week £202.00 per week
20-36 weeks	30 lessons per week £222.00 per week	Code AY1	20 lessons per week £192.00 per week
			AYM1
Recommended start dates for students wishing to prepare for exams			
2009	5 January to 12 June 2009 (22 weeks)	£4884.00	AY2 £4224.00
			AYM2
2009 / 2010	21 September 2009 to 11 June 2010 (33 weeks)	£7326.00	AY3 £6336.00
			AYM3

Students following our Academic Year courses will have regular tutorials to monitor progress and discuss future study plans.

### CAMBRIDGE EXAMINATION COURSES:

These are courses combining General English with specialised training for a Cambridge examination (PET; FCE; CAE or CPE). 20 lessons of General English; 10 lessons Cambridge examination option class; 5 hours of supervised self-access study. One lesson is 45 minutes tuition. Total 27.5 hours per week.

#### Cambridge Term

Code	Weeks	Tuition Fees
2009 C1	5 January to 13 March	10 £2620.00
C2	30 March to 12 June	11 £2882.00
C3	21 September to 4 December	11 £2882.00

#### Cambridge Compact

Code	Weeks	Tuition Fees
CC1	16 February to 13 March	4 £1160.00
CC2	18 May to 12 June	4 £1160.00
CC3	9 November to 4 December	4 £1160.00
	Exam entry fee	£115.00

### IELTS

Intensive Full Time Courses - 30 lessons per week

Fees	Code	Weeks	Tuition Fees
2009	ILT1	2 February to 27 February	4 £1160.00
	ILT2	18 May to 12 June	4 £1160.00
	ILT3	9 November to 4 December	4 £1160.00

Combination Courses. 20 lessons General English plus 10 lessons specialised IELTS training. Total - 30 lessons per week.

ILT4	Begin any Monday	2-7	£290.00 per week
	Exam entry fee		£115.00

**TOEIC and TOEFL**  
20 lessons General English plus 10 lessons of specialised training for the Test of English for International Communication (TOEIC) and the Test of English as a Foreign Language (TOEFL). Total 30 lessons per week. Available on selected dates. Please see page 5.

2009	TOEIC / TOEFL	see page 5 for dates	2 weeks	£580.00
	Exam entry fee			£115.00

## COURSE B: INDIVIDUAL TUITION

Courses begin on any Monday throughout the year except when the school is closed. If a Public Holiday falls on a Monday, individual tuition begins on a Tuesday and extra lessons are arranged to compensate. The minimum booking is one week.

Code	Tuition fees
2009 B15	15 lessons of individual classes per week
B20	20 lessons of individual classes per week
B25	25 lessons of individual classes per week
B30	30 lessons of individual classes per week
B40	40 lessons of individual classes per week
	£585.00
	£720.00
	£900.00
	£1050.00
	£1400.00

One lesson is 45 minutes tuition.

## COURSES AB25 & AB30: GROUP COURSE PLUS INDIVIDUAL TUITION

These are intensive courses combining General English in mixed-nationality groups with specialised individual tuition classes. Begin any Monday.

Code	Tuition fees
2009 AB25	20 lessons of General English plus 5 lessons of Individual Tuition
	£417.00 per week (minimum 2 weeks)
AB30	20 lessons of General English plus 10 lessons of Individual Tuition
	£612.00 per week (minimum 2 weeks)

One lesson is 45 minutes tuition.

## COURSES BA, BBUS, BMED and BLEG: Individual Tuition plus Fluency or Professional English Option

These are intensive courses combining specialised individual tuition with English conversation, English for Business, English for Medicine or English for Law in a mixed nationality group. Courses begin any Monday throughout the year except when the school is closed.

Code	Tuition fees
2009 BA25 or BBUS25 etc	15 lessons of 1-1 tuition plus 10 lessons group
BA30 or BBUS30 etc	20 lessons of 1-1 tuition plus 10 lessons group
BA35 or BBUS35 etc	25 lessons of 1-1 tuition plus 10 lessons group
BA40 or BBUS40 etc	30 lessons of 1-1 tuition plus 10 lessons group
	£670.00 per week
	£805.00 per week
	£985.00 per week
	£1135.00 per week

BA and BBUS courses begin every Monday. Please contact us for BMED and BLEG dates

One lesson is 45 minutes tuition.

## COURSE C: PROFESSIONAL ENGLISH

**ENGLISH FOR BUSINESS:** Begin on any Monday. Courses run throughout the year for business professionals and students.

Course ABUS: 20 lessons General English plus 10 lessons English for Business in a mini group (maximum 6 students). One lesson is 45 minutes. 2 – 4 weeks £300.00 per week

**ENGLISH FOR MEDICINE:** Mixed - nationality courses for medical professionals and students.

Code	Tuition fees
2009 AMED	Begin on the first Monday of any month-except July and August. 20 lessons of General English plus 10 lessons of English for Medicine per week (maximum class size 6 for the Medical English option). One lesson is 45 minutes tuition
	2 weeks £600.00

## ENGLISH FOR MEDICINE: CONTINUED

Full time Medical English courses in January, July and August - 30 lessons per week.

CM1	5 January to 23 January	3 weeks	£900.00
CM2	6 July to 24 July	3 weeks	£900.00
CM3	27 July to 14 August	3 weeks	£900.00

English for Medicine is also available on Course B – begin any Monday; and on AB25 and AB30 - begin any Monday. Also available in closed groups – quotations on request. Please refer to our English for Medicine brochure for more information.

### ENGLISH FOR TEACHERS:

Mixed – nationality courses for teaching professionals. 30 lessons per week. 20 lessons Advanced language training plus 10 lessons Teaching Methodology per week.

Code	Weeks	Tuition fees
2009 CTT1	5 January to 16 January	2 £600.00
CTT2	30 March to 10 April	2 £600.00
CTT3	20 July to 31 July	2 £600.00
CTT4	3 August to 14 August	2 £600.00

English for Teachers is also available on Course B – begin any Monday; and on AB25 and AB30 – begin any Monday. Available in closed groups on request. Quotations on request.

### LEGAL ENGLISH:

Courses combining General English with specialised training for Legal English and the International Legal English Certificate (ILEC). 20 lessons General English plus 10 lessons specialised Legal English training per week in mixed nationality groups - maximum class size 6 for the Legal English option.

Code	Weeks	Tuition fees
2009 LG1	13 April to 8 May	4 £1200.00
LG2	19 October to 13 November	4 £1200.00

## ACCOMMODATION

Accommodation handling charge (payable once only) £60.00

Homestay with local family (half board Monday to Friday, full board at the weekend) £136.50 per week

Executive Host Family with a private bathroom (subject to availability) £315.00 per week

We also have private home accommodation, self catering accommodation, collage life accommodation (July and August only), hotels, and bed and breakfast accommodation subject to request and availability

## AIRPORT MEETING SERVICE

London Gatwick £150.00  
London Heathrow £130.00

## COURSE DEPOSITS

(To be sent with the application form)

Please note that these are DEPOSITS. The balance of the fees must be paid 4 weeks before the course begins.

Tuition deposit	£150.00
Accommodation handling	£60.00
Accommodation deposit	£140.00

<b>Tuition and accommodation</b>	Send: £350.00
<b>Tuition only</b>	Send: £150.00

**Note:** The School will be closed on the following dates: 14 December 2009 to 3 January 2010 and on public holidays. Known public holidays in 2009 are 1 January, 10 & 13 April; 4 & 25 May; 31 August. The school also closes on the first day of our summer school (July 6th). On these days that the school is closed individual tuition classes are made up on other days. Group course students are provided with a free full day excursion instead of classes.