



# Dates and Prices 2016

## School dates

Eastbourne School of English will re-open on Monday 04 January 2016 and close for Christmas on Friday 16 December 2016.

## Public holidays

All courses have lessons as normal on public holidays.

## Tuition fees

### Tuition fees include:

- all tuition
- all course materials/course books
- end-of-course certificate
- student card
- welcome pack and file
- use of the Self-Study Centre
- free internet access (Wi-Fi and PC)
- some social activities
- student 'kitchen' facilities
- guided e-learning from point of booking to 3 months after course finishes

### Tuition fees do not include:

- exam fees (except on Study Year Programme)
- full day excursions or most social activities

## Registration fee

There is a registration fee of £90 for all bookings.

## Standard Lesson timetables

20 lessons (15 hours)	Mornings:	9.00-10.30, 11.00-12.30		
25 Lessons (18.75 hours)	Mornings:	9.00-10.30, 11.00-12.30	Afternoons:	13.30-14.45 (no lessons Weds & Fri pm)
30 lessons (22.5 hours)	Mornings:	9.00-10.30, 11.00-12.30	Afternoons:	13.30-15.00

## General Student Visas

Eastbourne School of English operated by The English Language Centre Ltd has been licensed by UK Visas and Immigration as a Tier 4 Sponsor to enrol international students under the Points Based System. Sponsor Licence Number P783NJ766.

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Eastbourne School of English is operated by The English Language Centre Ltd, a company limited by guarantee registered in England (Registration No.1508550) and registered as a charity under the Charities Act 1960 (No. 281859). Registered Office: 33 Palmeira Mansions, Hove, BN3 2GB



The English Language Centre & Eastbourne School of English  
Certification N°. 149  
educationaloversight.co.uk/149  
Educational Oversight 2015

# GENERAL ENGLISH COURSES

## General English Course prices

Code	Lessons/week	Weeks	2-4	5-7	8-11	12-15	16-19	20+
GEA	25	Price per week	£250	£245	£240	£229	£224	£219
GEB/GES	30	Price per week	£282	£271	£260	£255	£250	£245
GEO	30	Price per week	£645	£645	£645	£645	£645	£645

\*If a combination of GE courses is purchased, the total price will be based on the total number of weeks booked and paid for before arrival. Any course extensions will be charged at the weekly rate based on the total number of weeks booked.

## General English (GEA/GEB) – Beginner to Advanced

**GEA = 25 lessons/week (18.75 hours); GEB = 30 lessons/week (22.5 hours)**

Available 04 January 2016 to 16 December 2016. Start any Monday. Students must book a minimum of 2 weeks.

## General English + Exam Skills (GES) – Intermediate to Advanced

**GES = 30 lessons/week (22.5 hours)**

Available 04 January 2016 to 16 December 2016. Start any Monday. Students must book a minimum of 2 weeks.

## General English + One-to-One (GEO) – Beginner to Advanced

**GEO = 30 lessons/week (22.5 hours) – 20 lessons GE + 10 lessons 1:1**

Available 04 January 2016 to 16 December 2016. Start any Monday. Students must book a minimum of 2 weeks.

## GE Plus PRICES

Code	GE Lessons/week	Hours	Plus lessons/week	Price per week
GEPG	20	15	3 afternoons	£565
GEPT	20	15	3 afternoons	£430
GEPNH	20	15	3 afternoons	£375

## General English Plus Golf (GEPG) – Beginner to Advanced

**GEPG = 20 lessons (15 hours) group English tuition + 3 afternoons of golf per week**

Available 04 January 2016 to 16 December 2016. Start any Monday. Students must book a minimum of 2 weeks.

## General English Plus Tennis (GEPT) – Beginner to Advanced

**GEPT = 20 lessons (15 hours) group English tuition + 3 afternoons of tennis per week**

Available 04 January 2016 to 16 December 2016. Start any Monday. Students must book a minimum of 2 weeks.

## General English Plus Natural Health (GEPNH) – Beginner to Advanced

**GEPNH = 20 lessons (15 hours) group English tuition + 3 sessions of Natural Health per week**

Available 04 January 2016 to 16 December 2016. Start any Monday. Students must book a minimum of 2 weeks.

# SUMMER VACATION COURSE

## Summer Plus (SP) – Elementary to Advanced

**25 lessons/week (18.75 hours)**

Available between 27 June 2016 and 26 August 2016. Start any Monday. Minimum stay 2 weeks.

June	July	August		
27	04, 11, 18, 25	01, 08, 15	<b>Price per week</b>	£295

Includes 2 afternoon activities plus 1 half-day excursion per week on Monday, Wednesday and Friday afternoons.

# STUDY YEAR PROGRAMME (SYP)

## 25 or 30 lessons/week (18.75 or 22.5 hours) – Beginner to Upper-Intermediate\*

Students can start any Monday. Students must book a minimum of 24 weeks.

\*level on arrival (courses at Advanced level available)

Number of weeks	SYP25	24 – 33	34+	SYP30	24 – 33	34+
Price per week		£190	£178		£225	£213

- Cost of 2 exam fees included (FCE/CAE, LCCI, IELTS) for students studying on an examination course as part of the programme (or only 1 free exam in the case of IELTS SELT)
- Choice to study on a variety of courses, depending on level, at no extra cost:
  - **SYP25** – variety of 25-lesson courses including GEA and examination courses (IBE, IELTS and CC). In addition, students can choose up to 4 weeks of 30-lesson courses for bookings of up to 33 weeks and 8 weeks of 30-lesson courses for bookings of 34+ weeks
  - **SYP30** – variety of 30-lesson courses including GEB, GES and FCE/CAE (summer). In addition, students can study on 25-lesson examination courses (IBE, IELTS and CC) but there is no refund of tuition fees for fewer lessons.

# EXAMINATION PREPARATION COURSES

## Cambridge Examination Preparation Courses (CC)

25 lessons/week (18.75 hours) [30 lessons/week (22.5 hours) in July/August\*]

Fixed length courses. Students must enrol for full length of course. Exam fees not included.

Code	Lessons/week	Dates	Weeks	Course Fees (total)
CC1 – FCE/CAE	25	04 January – 11 March	10 weeks	£2400
CC2 – FCE/CAE	25	21 March – 10 June	12 weeks	£2748
CC3* – FCE	30	04 July – 29 July	4 weeks	£1180
CC3* – CAE	30	27 June – 22 July	4 weeks	£1180
CC4* – FCE/CAE	30	25 July – 19 August	4 weeks	£1180
CC5 – FCE/CAE	25	12 September – 02 December	12 weeks	£2748

CC1 – FCE exam Friday 11 March; CAE exam Saturday 12 March

CC2 – FCE exam Tuesday 07 June; CAE exam Wednesday 08 June

CC3 – FCE exam Thursday 28 July; CAE exam Thursday 21 July

CC4 – FCE exam Thursday 18 August; CAE exam Friday 19 August

CC5 – FCE exam Tuesday 29 November; CAE exam Saturday 03 December

## IELTS Exam Preparation

25 lessons/week (18.75 hours). Minimum Level B1 (Intermediate)

4-week intensive course. Students must book for all 4 weeks. Exam fees not included.

Exam will usually be held on Saturday after last day of the course.

Code	Dates	Course Fees (total)	Code	Dates	Course Fees (total)
IELTS1	04 January – 29 January	£1000	IELTS7	04 July – 29 July	£1000
IELTS2	01 February – 26 February	£1000	IELTS8	01 August – 26 August	£1000
IELTS3	07 March – 01 April	£1000	IELTS9	29 August – 23 September	£1000
IELTS4	04 April – 29 April	£1000	IELTS10	26 September – 21 October	£1000
IELTS5	02 May – 27 May	£1000	IELTS11	24 October – 18 November	£1000
IELTS6	30 May – 24 June	£1000			

## Introduction to Business English (IBE)

25 lessons/week (18.75 hours) - Minimum Level B1 (Intermediate)

LCCI Exam Preparation. 4-week intensive course. Students must book for all 4 weeks. Exam fees not included.

Exam takes place at ELC on the final Friday of the course.

Code	Dates	Course Fees (total)
IBE1	01 February – 26 February	£1000
IBE2	02 May – 27 May	£1000
IBE3	01 August – 26 August	£1000
IBE4	24 October – 18 November	£1000

# COURSES FOR TEACHERS OF ENGLISH

## Practical Methodology (PM) - Upper-Intermediate to Advanced

**30 lessons/week course (22.5 hours/week)**

2-week intensive course. Students must book for both weeks.

Code	Dates	Course Fees (total)
PM1	04 January – 15 January	£700
PM2	04 July – 15 July	£700
PM3	17 October – 28 October	£700

## British Culture and Language (BCL) - Upper-Intermediate to Advanced

**30 lessons/week course (22.5 hours/week)**

2-week intensive course. Students must book for both weeks.

Code	Dates	Course Fees (total)
BCL1	18 January – 29 January	£700
BCL2	21 March – 01 April	£700
BCL3	18 July – 29 July	£700

## English for Primary Teachers (EPT) - Intermediate to Upper-Intermediate

**30 lessons/week course (22.5 hours/week)**

2-week intensive course. Students must book for both weeks.

Code	Dates	Course Fees (total)
EPT1	01 August – 12 August	£700
EPT2	03 October – 14 October	£700

# ONE-TO-ONE COURSES

## One-to-One Courses - Beginner to Advanced

**OTA - 40 lessons/week (30 hours); OTB - 30 lessons/week (22.5 hours); OTC - 20 lessons/week (15 hours)**

Minimum stay 1 week. Courses available Monday 04 January 2016 – Friday 01 July 2016, and Monday 01 August 2016 – Friday 16 December 2016.

Code	Lessons/week	Price per week
OTA	40	£1800
OTB	30	£1350
OTC	20	£900

# FIFTY PLUS COURSES

## Fifty Plus Courses - Elementary to Advanced

**FP - 20 lessons/week (15 hours) in group classes + full social programme**

Fixed dates. 2 week courses. Minimum stay 2 weeks.

Code	Dates	Weeks	Course Fees (total)	Code	Dates	Weeks	Course Fees (total)
FP1	16 May – 27 May	2	£720	FP4	15 August – 26 August	2	£720
FP2	30 May – 10 June	2	£720	FP5	29 August – 09 September	2	£720
FP3	13 June – 24 June	2	£720	FP6	12 September – 23 September	2	£720

# TAILOR-MADE COURSES / GROUPS

ESOE can offer tailor-made courses for groups (eg small business groups, high school groups, teachers' courses). Contact us for a detailed quotation.

# ADDITIONAL PRIVATE LESSONS

These can be added to any course. Minimum 1 lesson when purchased with any course.

Price per 45-minute lesson	£45
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# ACCOMMODATION FEES

## Homestay accommodation fees – half-board, per person per week

Standard single:	£122	Standard Twin:	£108	Fifty Plus Single:	£132	Single (sole use of bathroom):	£183
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Christmas supplement – 1 week's fees will be charged in addition to usual homestay fees for week including 25 December

Early departure – 1 week's fees will be charged unless 7 days' notice is given.

Unless otherwise requested, and subject to availability, we will normally place a student aged under 18 in a twin room with another student of the same sex and a similar age. For students aged 18 and over standard twin is only available for two students travelling together.

Although we can cater for many diets, we reserve the right to charge a supplement of GBP10 per week for special diets.

## Guesthouses/ Hotels - ESOE's price (ensuite, bed and breakfast, per person per night)

	Wilmington GH	Ivydene GH	Coast GH	Arden GH	Hydro hotel	Cavendish Hotel
Single	£52	£52	£37.50	£48	£63	£102
Twin/Double	£42.50	£36	£35	£35	£41.50	£80

NB ESOE negotiates the cheapest rate it can in order to provide a uniform price per night. On occasion, it may be cheaper to book directly with the hotel.

## Shared Student houses (summer, over 18s only) – self-catering per person per week

Single	£120
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A £100 deposit and £10 administration fee may be charged depending on the provider.

# AIRPORT TRANSFERS

Gatwick:	£90	London City/Luton:	£170	St Pancras (Eurostar):	£160
Heathrow:	£125	Stansted:	£160	Ashford (Eurostar):	£105

All fees are per person, one-way. Contact us for prices for shared transfers.

# EXAMINATION FEES

FCE	CAE	CPE	IELTS	BULATS	LCCI
£141*	£144*	£146*	£150 <sup>#</sup>	£75	£85

\* Price includes postage of certificate <sup>#</sup>NB this is for 'standard' IELTS. We cannot book IELTS SELT – you must do this yourself

# SUNDRY FEES

Registration Fee	CAS Fee	Courier Documents	Insurance
£90	£21*	£50	£6.05*

\* These prices are subject to change during the year. Please check our website for the most up-to-date prices.

## How to book

1. Complete the Application Form (you can also book online at [www.esoe.co.uk](http://www.esoe.co.uk)).
2. Return to ESOE with a deposit of £250 or full fees.
3. On receipt of the Application Form and payment, ESOE will send you a confirmation of booking and an invoice. NB a registration fee of GBP90 will be applied to all bookings.
4. The deposit is part of the fees. Payment of the balance of fees should be made at least 21 days before the start of your course. If you book your course less than 21 days before the start of your course, total fees are payable immediately.
5. You are strongly advised to take out insurance against cancellation or curtailment of your course for any reason before you travel.

## Payment

All fees to be received in pounds sterling. You can pay by:

1. credit card or debit card (MasterCard, Visa, Maestro) securely on our website at: [www.esoe.co.uk/balance](http://www.esoe.co.uk/balance)
2. direct transfer to our bank:

**Beneficiary:** English Language Centre  
ESOE Account

**Bank address:** PO Box 165, Crawley  
West Sussex, BX3 2BB

**Bank:** Barclays Commercial

**Bank Sort Code:** 20-12-75

**SWIFTBIC Code:** BARC GB22

**Account Number:** 53099075

**IBAN:** GB 05 BARC 2012 7553 0990 75

Please state your full name on the bank transfer.

# TERMS AND CONDITIONS OF ENROLMENT

Eastbourne School of English is owned and operated by The English Language Centre Ltd, 33 Palmeira Mansions, Hove. BN3 2GB.

1. In registering with us, a student accepts ESOE's terms and conditions of enrolment.
2. A course is defined as the whole period of booking (and may include a combination of different types e.g. General English, IELTS etc)
3. Full fees are due 21 days before the start of the course. If a student books a course less than 21 days before the start of the course, total fees are payable immediately.

## Cancellation and Refund Policy

4. Terms given for cancellation periods are based on the school's normal working hours (ie 08.30 – 17.30 Monday to Friday). If a cancellation request is received outside normal working hours, the notice period will be counted from the next working day.
5. Cancellation before arrival. ESOE must receive cancellation in writing by post or email at least 14 days before the start of the course. In the case that 14 days or more notice of cancellation is given, any tuition fees paid will be refunded less the deposit of £250. In the case that less than 14 days' notice of cancellation is given, any tuition fees paid will be refunded less the deposit of £250 and 1 week's tuition fees.
6. Cancellation after arrival. Acceptance of an enrolment is made on the understanding that the student will remain for the duration of the course booked for the hours of study booked. Tuition and registration fees are non-refundable once you have started the course. Group-course tuition fees for cancelled weeks cannot be converted to equivalent 1:1 lessons. Course duration cannot be extended by reducing the number of hours per week studied. Tuition and registration fees are non-transferable.
7. For bookings made 'at distance' (eg via our website, by telephone, by email), you have the right to cancel with a full refund of monies paid, without giving a reason, within 14 days (the Cancellation Period) of our confirmation. We must receive your cancellation in writing by post or email within the Cancellation Period. We will not start providing services to you during the Cancellation Period unless you request us to do so in writing. We will refund fees paid within 14 days of the date we receive confirmation from you that you wish to cancel. However, in the case that you have confirmed in writing that you wish us to start providing services within the Cancellation Period, we can charge a reasonable sum for the services based on the proportion of the course undertaken and deduct this from any refund payable.
8. Tuition and registration fees are non-refundable in the case of late- or non-arrival for the course.
9. If you miss a lesson, regardless of the reason, we cannot give a refund or allow you to take the lesson at another time.
10. Homestay cancellation. In the case that fewer than 7 days' notice of cancellation of a homestay booking is given, a compensation fee of 1 week's homestay fees will be charged and must be paid to the homestay. If accommodation costs have been paid to ESOE, these will be refunded so long as adequate notice has been given, less any irrecoverable expenses (eg homestay compensation). Refunds will only be made for full calendar weeks.
11. Visas: in the case that fees have been paid prior to a visa application which is then refused, those fees will be refunded less any irrecoverable expenses (ie host family compensation, courier letter fees, CAS fee, exam fees). We will need to see a copy of the visa refusal letter in order to provide any refund.

## Visas

12. It is your responsibility to ensure that you have the correct visa type and appropriate leave to remain in the UK. In the case that we find you do not have appropriate leave to remain, we will terminate your course immediately. In this case tuition and registration fees are non-refundable.
13. In the case of a student applying for a General Student Visa under Tier 4 of the Points-Based System, we will issue a CAS only on the understanding that it is the student's firm intention to study on the course booked and to complete the attendance requirements.

## Liability

14. ESOE is not liable for:
  - a. loss of tuition or other ancillary services due to factors outside our control such as acts, events, omission or accidents beyond our reasonable control or the reasonable control of our suppliers, including without limitation war, threat of war, riots, civil disturbances, actual or threatened terrorist activity and its consequences, industrial disputes, natural and nuclear disasters, fire, epidemics, health risks and pandemics, unavoidable and unforeseeable technical problems with transport for reasons beyond our control or that of our suppliers; closed or congested airports or ports, hurricanes and other actual or potential severe weather conditions, flood, and any other similar events
  - b. for loss of students' property  
No compensation, costs or expenses will be paid by us in these circumstances. Nothing in these terms limits or excludes the liability of either party for death or personal injury resulting from negligence.

## Conduct & behaviour

15. ESOE reserves the right to refuse an enrolment, or in the case of unsatisfactory attendance, work or conduct, to dismiss a student from a course without refund.
16. ESOE is not liable for any loss, damage, illness or injury to persons or property, however caused, except where statutory liability applies.
17. On completion of your course you will receive a certificate of attendance if your attendance has been 80% or more.
18. In the case of General Student Visa students, ESOE is obliged to inform the UK Border Agency where attendance is unsatisfactory or when a course is curtailed.

## Insurance

19. You are required to be covered by an insurance policy throughout your stay at ESOE. This insurance should cover cancellation and curtailment, course fees, medical expenses, personal belongings cover, money, personal liability and personal injury. ESOE is not responsible for any problems arising from lack of appropriate insurance on the student's part.

### **Promotional materials**

20. From time-to-time we may take photographs or videos for use in our promotional materials or for marketing purposes. You (or your parent/guardian if you are under 18) must inform us in writing before the course starts if you do not allow us to use such images.

### **Applicants with Disabilities or Special Educational Needs**

21. If you have any physical disability or special educational needs (eg dyslexia), we request that you advise us prior to booking a course so that we can advise you as to the suitability of the course and any reasonable additional support that we may be able to offer.

### **Students aged 16 and 17 booked on adult courses**

22. All courses in our brochure or on our website are aimed at adults. We do accept students aged 16 or 17 on some adult courses (see brochure or course information on our website for details).
23. In the case that a student aged 16 or 17 wishes to book on an adult course, the parent(s) / guardian(s) and student will be required to sign the Application Form that acknowledges acceptance of the school's terms and conditions and to complete a Parental Agreement form. This form explains some of the legal restrictions that apply to under-18s (in particular with relation to alcohol and tobacco) and some of the school's rules that apply for us to accept a student aged under 18.

### **Homestay Accommodation**

24. In locating and arranging homestay accommodation, ESOE acts as an agent introducing course participants to host(s).
25. Homestay accommodation is usually booked and charged in units of 1 calendar week with arrival on the Sunday before the course starts and departure on the Saturday after the course ends. Half-board homestay includes breakfast and dinner every day and lunch at weekends.
26. Unless otherwise requested, you will be the only student with your native language staying in the homestay.
27. Unaccompanied students aged under 18 must choose homestay accommodation (half-board). Unless otherwise requested, and subject to availability, we will normally place a student aged under 18 in a twin room with another student of the same gender and a similar age. (For students aged 18 and over standard twin is only available for two students travelling together).
28. We take our responsibility for the care and safety of all our students very seriously, especially students aged under 18. Therefore, we will try to make sure that in the case of unaccompanied students aged under 18:
- We only provide homestay accommodation (single room, half-board). The student is treated as part of the hosts' family and they eat together every evening.
  - There will always be a responsible adult at home overnight.
  - The student will return home by 23.00 Sunday to Thursday and midnight on Friday & Saturday. Our homestays have been asked to contact the school if this rule is broken.
  - The student must provide written permission from their parents 1 week beforehand should they wish to stay out overnight or go on an overnight trip.
  - We request the parents and student sign a "Parental Agreement"
  - The school will inform the parents in the case that the student is not abiding by the agreed terms of the Parental Agreement.

### **Other**

29. The minimum age for attendance at the school on our advertised courses is 16. In the case of 50+ and teachers courses where the specified minimum age is higher, we reserve the right to accept students who are slightly younger than the advertised minimum age, provided they meet the other requirements of such courses. Applications from students outside the published age limits are treated on a case by case basis.
30. If your English level is not suitable for the course you have booked, we reserve the right to move you onto a different course or to refuse you admission to the school.
31. All classes take place in the main school building based at Trinity Trees and Lismore Road. On occasion we may use additional premises located near the main school.
32. These Terms & Conditions were correct at the time of going to print. However, ESOE reserves the right to make changes to our terms without prior notice. Please check our website for the most up-to-date version of our terms. [www.esoe.co.uk/terms](http://www.esoe.co.uk/terms)