



**The English  
Language Centre**  
BRIGHTON / CHESTER / EASTBOURNE



# Course Dates and Prices 2023

## English Courses

**Brighton / Chester / Eastbourne**

Helping you to build your future

## COURSE DATES & PRICES 2023

This pricelist gives information about ELC Brighton, ELC Chester (English in Chester) and ELC Eastbourne. Prices are valid for the period 1 January to 31 December 2023 unless otherwise stated.

### School dates

The schools will re-open on Monday 02 January 2023 and close for Christmas on Friday 22 December 2023. The schools re-open again on Monday 08 January 2024.

### School opening hours

Monday to Friday 08.30 – 17.30

### Public holidays

All courses have lessons as normal on public holidays (except for the 2-week closure at Christmas – Monday 25 December to Friday 05 January)

### 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
- placement test

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.

### Lessons

Lessons are counted in units of 45 minutes. 1 hour = 60 minutes. Lessons are usually combined into larger units than 45 minutes.

### Standard General English Lesson timetables

Brighton/Eastbourne

	Monday	Tuesday	Wednesday	Thursday	Friday
	09.00 – 10.30	09.00 – 10.30	09.00 – 10.30	09.00 – 10.30	09.00 – 10.30
	11.00 – 12.30	11.00 – 12.30	11.00 – 12.30	11.00 – 12.30	11.00 – 12.30
25-lesson PM	13.30 – 14.30	13.30 – 14.25	13.30 – 14.25	13.30 – 14.25	
30-lesson PM	14.35 – 15.30	14.30 – 15.30	14.35 – 15.30	14.35 – 15.30	

Other courses may have different timetables. See website for details.

Chester

Monday	Tuesday	Wednesday	Thursday	Friday
09.30 – 11.00	09.30 – 11.00	09.30 – 11.00	09.30 – 11.00	09.30 – 11.00
11.30 – 13.00	11.30 – 13.00	11.30 – 13.00	11.30 – 13.00	11.30 – 13.00
14.15 – 15.45	14.15 – 15.45	14.15 – 15.45	14.15 – 15.45	

Other courses may have different timetables. See website for details.

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## GENERAL ENGLISH COURSES

### General English (GE25/GE30)

General English + English for Work (GEW25/GEW30)\*  
 + IELTS/Academic English (GEI25/GEI30)\*  
 + TOEIC (GET25/GET30)\*  
 + One-to-One (GEO25/GEO30)

#### 25 or 30 lessons/week (18.75 or 22.5 hours) – Beginner to Advanced

20 lessons (15 hours) in the morning with electives, or 1:1 lessons at extra cost, in the afternoons. Students can choose afternoon electives at school (GE25 course = 1 elective per week; GE30 course = 2 electives per week).

Code	Lessons/week	Weeks	2-4	5-7	8-11	12-19	20+
GE25	25	Price per week	£350	£340	£325	£315	£280
GE30	30	Price per week	£420	£410	£385	£375	£335
GEO25	25	Price per week	£565	£565	£565	£565	£565
GEO30	30	Price per week	£840	£840	£840	£840	£840

- Available 02 January 2023 to 22 December 2023. Start any Monday. Minimum booking 2 weeks.
- Students booking 24+ weeks in advance see Study Year Programme prices.
- \*These electives are bookable in advance – minimum intermediate level. Other electives available.

### Tuition Fees Calculator

Weeks	1	2	3	4	5	6	7	8	9	10	11	12
GE25	£350	£700	£1050	£1400	£1700	£2040	£2380	£2600	£2925	£3250	£3575	£3780
GE30	£420	£840	£1260	£1680	£2050	£2460	£2870	£3080	£3465	£3850	£4235	£4500
Weeks	13	14	15	16	17	18	19	20	21	22	23	+weeks
GE25	£4095	£4410	£4725	£5040	£5355	£5670	£5985	£5600	£5880	£6160	£6440	+£280
GE30	£4875	£5250	£5625	£6000	£6375	£6750	£7125	£6700	£7035	£7370	£7705	+£335

## STUDY YEAR PROGRAMME (SYP)

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

Start any Monday. Minimum 24 weeks.

Number of weeks	SYP25	24 – 33	34+	SYP30	24 – 33	34+
Price per week		£250	£235		£285	£270
24 weeks	£6000			£6840		
34 weeks	£7990			£9180		
44 weeks	£10340			£11880		

- Book any number of weeks over 24 (eg 24, 25, 26, 27...); \*level on arrival (courses at Advanced level available)
- Choice of study on a variety of courses, depending on level, at no extra cost:
  - SYP25 – variety of 25-lesson courses including GE25 and examination courses (eg FCE25, CAE25, IELTS25)
  - SYP30 – variety of 30-lesson courses including GE30 and examination courses (eg FCE30, CAE30, IELTS30)
- 1 airport transfer on arrival (London Gatwick or Heathrow) AND 1 exam fee included (from Cambridge FCE/CAE/CPE, IELTS) for students studying on an examination course as part of the SYP programme
- Students can choose to add holidays – normally maximum 4 weeks' holiday for bookings of 24-33 weeks and 6 weeks' holiday for bookings of 34+ weeks. Tuition fees are based on number of weeks of study.

### Tuition Fees Calculator

Weeks	24	25	26	27	28	29	30	31	32	33	34	35
SYP25	£6000	£6250	£6500	£6750	£7000	£7250	£7500	£7750	£8000	£8250	£7990	£8225
SYP30	£6840	£7125	£7410	£7695	£7980	£8265	£8550	£8835	£9120	£9405	£9180	£9450
Weeks	36	37	38	39	40	41	42	43	44	45	46	+weeks
SYP25	£8460	£8695	£8930	£9165	£9400	£9635	£9870	£10105	£10340	£10575	£10810	+£235
SYP30	£9720	£9990	£10260	£10530	£10800	£11070	£11340	£11610	£11880	£12150	£12420	+£270

## EXAMINATION PREPARATION COURSES

All exam courses have a core of 25 lessons per week (except for summer 4-week Cambridge courses). Students on the 30-lesson programme outside of summer join the GE options programme for the extra 5 lessons per week.

### Cambridge Examination Preparation Courses (CC)

**25 or 30 lessons/week (18.75 or 22.5 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	Dates	Weeks	CC25 Course Fees	CC30 Course Fees
CC1 FCE/CAE	02 January – 10 March	10	£3250	£3850
CC1 CPE	02 January – 03 March	9	£2925	£3465
CC2 FCE/CAE/CPE	20 March – 09 June	12	£3780	£4500
CC3* FCE/CAE	03 July – 28 July	4	–	£1820
CC4* FCE/CAE	31 July – 25 August	4	–	£1820
CC5 FCE/CAE/CPE	11 September – 01 December	12	£3780	£4500

**The oral interviews take place on a weekend before the written exam. The written exam dates for the paper-based exam are:**

CC1 – FCE exam Friday 10 March; CAE exam Saturday 11 March; CPE exam Saturday 04 March

CC2 – FCE exam Tuesday 06 June; CAE exam Wednesday 07 June; CPE exam Friday 09 June

CC3 – FCE exam Thursday 27 July; CAE exam Friday 28 July

CC4 – FCE exam Thursday 24 August; CAE exam Friday 25 August

CC5 – FCE exam Tuesday 28 November; CAE exam Wednesday 29 November; CPE exam Thursday 30 November

### IELTS Exam Preparation (IELTS)

**25 or 30 lessons/week (18.75 or 22.5 hours) – Minimum Level Intermediate**

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

Code	Dates	IELTS25 Course Fees	IELTS30 Course Fees
IELTS1	02 January - 27 January	£1400	£1680
IELTS2	30 January - 24 February	£1400	£1680
IELTS3	27 February - 24 March	£1400	£1680
IELTS4	03 April - 28 April	£1400	£1680
IELTS5	01 May - 26 May	£1400	£1680
IELTS6	29 May - 23 June	£1400	£1680
IELTS7	03 July - 28 July	£1400	£1680
IELTS8	31 July - 25 August	£1400	£1680
IELTS9	28 August - 22 September	£1400	£1680
IELTS10	25 September - 20 October	£1400	£1680
IELTS11	23 October - 17 November	£1400	£1680
IELTS12	20 November - 15 December	£1400	£1680

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

## SUMMER VACATION COURSES

The Summer Vacation Course is run by ELC at our summer centre, Loxdale, about 10 minutes' drive from our main centre.

### Summer Vacation Course (V) – Beginner to Advanced

**20 lessons/week (15 hours) Minimum age 16 – typical age 16-22**

Available between 12 June 2023 and 18 August 2023. Start any Monday. Minimum stay 2 weeks.

June	July	August		Lessons only	Activities package
12, 19, 26	03, 10, 17, 24, 31	07	Price per week	£270	£90

Activities Package includes 1 activity per day Monday to Friday + 1 full day guided excursion at the weekend.

Hot lunches available Monday to Friday for £32\* per week.

*\*Although we can cater for many diets, we reserve the right to charge a supplement of £5 per week for special diets.*

## JUNIOR VACATION COURSES

Available for parents studying at ELC who wish to bring a child, the Junior Vacation Courses are run by our partner school in Brighton, Loxdale English Centre. Only for students with an adult studying on an ELC course at the same time.

### Winter Vacation Junior Course (VJ) – Beginner to Advanced

**20 lessons/week (15 hours) + afternoon activities programme Monday-Friday.** Age range 13-15.

Available between 09 January and 03 February 2023. Start any Monday. Minimum stay 2 weeks. Price inclusive of lessons and afternoon activities programme Monday to Friday. Hot lunches must be booked with package.

January		2 weeks	3 weeks	4 weeks
09, 16, 23	Total price	£554	£831	£1108
	*Hot lunches	£64	£96	£128

### Summer Vacation Junior Course (VJ) – Beginner to Advanced

**20 lessons/week (15 hours) + afternoon activities programme Monday-Friday.** Age range 13-15.

Available between 12 June and 11 August 2023. Start any Monday. Minimum stay 2 weeks. Price inclusive of lessons and afternoon activities programme Monday to Friday. Hot lunches must be booked with package.

June	July		2 weeks	3 weeks	4 weeks
12, 19, 26	3, 10, 17, 24, 31	Total price	£748	£1122	£1496
		*Hot lunches	£64	£96	£128

Hot lunches available Monday to Friday for £32 per week.

*\*Although we can cater for many diets, we reserve the right to charge a supplement of £5 per week for special diets.*

## TAILOR-MADE COURSES / GROUPS

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

## ADDITIONAL PRIVATE LESSONS – IN SCHOOL / ONLINE

### Face-to-Face in school

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

### Online Lessons

These can be added as a follow-up to any course.

	1:1	2:1	3:1
Price per 45-minute lesson	£65	£37	£26

All fees are per person per lesson. 2:1 and 3:1 only available for students booking and studying together.

## COURSES FOR TEACHERS OF ENGLISH

**30 lessons/week (22.5 hours). Minimum level Intermediate (Pre-Intermediate for EPC)**

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

### Language, Methodology and Culture (LMC)

Code	Dates	Course Fees	Code	Dates	Course Fees
LMC1	02 January – 13 January	£850	LMC4	17 July – 28 July	£850
LMC2	03 April – 14 April	£850	LMC5	31 July – 11 August	£850
LMC3	03 July – 14 July	£850	LMC6	02 October – 13 October	£850

### Content & Language Integrated Learning (CLIL)

Code	Dates	Course Fees	Code	Dates	Course Fees
CLIL1	16 January – 27 January	£850	CLIL4	17 July – 28 July	£850
CLIL2	03 April – 14 April	£850	CLIL5	31 July – 11 August	£850
CLIL3	03 July – 14 July	£850	CLIL6	16 October – 27 October	£850

### English in the Primary Classroom (EPC)

Code	Dates	Course Fees	Code	Dates	Course Fees
EPC1	02 January – 13 January	£850	EPC4	17 July – 28 July	£850
EPC2	03 April – 14 April	£850	EPC5	31 July – 11 August	£850
EPC3	03 July – 14 July	£850	EPC6	02 October – 13 October	£850

### Teaching Business English (TBE)

Code	Dates	Course Fees	Code	Dates	Course Fees
TBE1	17 July – 28 July	£850	TBE2	31 July – 11 August	£850

### Teaching English with Technology (TECH)

Code	Dates	Course Fees	Code	Dates	Course Fees
TECH1	16 January – 27 January	£850	TECH4	17 July – 28 July	£850
TECH2	03 April – 14 April	£850	TECH5	31 July – 11 August	£850
TECH3	03 July – 14 July	£850	TECH6	16 October – 27 October	£850

## ENGLISH FOR BUSINESS COURSES

### Executive Mini-Group (EMG) / Executive Mini-Group + One-to-One (EMGO)

**EMG = 30 lesson/week course (22.5 hours/week) Minimum level Intermediate**

**EMGO = 40 lesson/week course (30 hours/week) – 30 x EMG + 10 x 1:1 Minimum level Intermediate**

Available 02 January 2023 to 22 December 2023. Start any Monday. Minimum stay 1 week.

Price per week	EMG	£920
Price per week	EMGO	£1550

### English for PAs and Secretaries (SEC)

**30 lesson/week course (22.5 hours/week) Minimum level Intermediate**

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

Code	Dates	Course Fees	Code	Dates	Course Fees
SEC1	13 February – 24 February	£1060	SEC6	03 July – 14 July	£1060
SEC2	13 March – 24 March	£1060	SEC7	17 July – 28 July	£1060
SEC3	10 April – 21 April	£1060	SEC8	31 July – 11 August	£1060
SEC4	08 May – 19 May	£1060	SEC9	04 September – 15 September	£1060
SEC5	05 June – 16 June	£1060	SEC10	30 October – 10 November	£1060

### English for Engineers (FE)

**30 lesson/week course (22.5 hours/week) Minimum level Intermediate**

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

Code	Dates	Course Fees	Code	Dates	Course Fees
FE1	27 February – 10 March	£1060	FE6	17 July – 28 July	£1060
FE2	27 March – 07 April	£1060	FE7	31 July – 11 August	£1060
FE3	24 April – 05 May	£1060	FE8	14 August – 25 August	£1060
FE4	19 June – 30 June	£1060	FE9	02 October – 13 October	£1060
FE5	03 July – 14 July	£1060			

### Combined General + Executive English (CGX)

**40 lesson/week course (30 hours/week) – 20 x GE + 20 x Exec. Minimum level Pre-Intermediate**

Available 02 January 2023 to 22 December 2023. Start any Monday. Minimum stay 1 week.

Price per week	CGX	£690
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### Combined One-to-One + Executive English (OTX)

**30 or 40 lessons/week course (22.5 or 30 hours/week) – 20 x 1:1 + 10/20 Exec. Minimum level Pre-Intermediate**

Available 02 January 2023 to 22 December 2023. Start any Monday. Minimum stay 1 week.

Price per week	OTX30	£1500
Price per week	OTX40	£1640

## ONE-TO-ONE / TWO-TO-ONE COURSES

### One-to-One Courses (OT) / Two-to-One (TTO) – Beginner to Advanced

Available 02 January 2023 to 22 December 2023. Start any Monday. Minimum stay 1 week.

Code	Lessons/week	Hours/week	Price per week (1:1)	Price per week (2:1)
OT20 / TTO20	20	15	£1260	£700
OT25 / TTO25	25	18.75	£1575	£875
OT30 / TTO30	30	22.5	£1890	£1050
OT35 / TTO35	35	26.25	£2205	£1225
OT40 / TTO40	40	30	£2520	£1400

Prices are per person. 2:1 course is suitable for students at the same level of English, with the same needs, booking and studying together.

## ACCOMMODATION FEES

### Homestay accommodation fees – per person per week

Half-Board	Single (shared bathroom)	£165	Single (private bathroom)	£242
	Twin (shared bathroom)	£140	*Twin (private bathroom)	£176
Breakfast only	Single (shared bathroom)	£132	Single (private bathroom)	£194
	Twin (shared bathroom)	£112	*Twin (private bathroom)	£141
Self-Catering	*Single (shared bathroom)	£128	*Single (private bathroom)	£186
	*Twin (shared bathroom)	£109	*Twin (private bathroom)	£135

### NB: Supplement of £20 per week for all homestay bookings between Sunday 18 June and Sunday 13 August 2023

Arrival day normally Sunday, departure day Saturday or Sunday. Fees charged in units of 1 week. Half-board = breakfast and dinner every day  
Christmas supplement for lunches on 25 and 26 December = £50

Early departure – 50% of 1 week's fees will be charged unless 7 days' notice is given.

Holiday – 50% of 1 week's fees will be charged per week to retain the room, except between 2 July and 6 August when full fees apply.

To qualify for the retainer rate, holidays must be at least 7 days' and weekend to weekend.

Standard twin is only offered for 2 people travelling together.

Although we can cater for many diets, we reserve the right to charge a supplement of £20 per week for special diets (eg celiac, vegan, lactose-free, nut allergy).

\*These accommodation options are particularly subject to availability. Please check with ELC Brighton at the time of booking.

### Residence – self-catering per person per week (over 18s only)

Britannia Study Hotel – Single room, ensuite with double bed (single occupancy):	£325
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### Hotels – ELC's price (ensuite, bed and breakfast, per person per night)

	The Claremont	Courtlands Hotel	Kings Hotel
Single	£90	£90*	£95
Twin/Double	£80	£50*	£75

NB ELC negotiates the cheapest rate it can in order to provide a uniform price per night throughout the year based on a minimum 6 nights' stay.

On occasion, it may be cheaper to book directly with the hotel. Nightly prices may be higher on bank holiday weekends and during festivals or conferences.

\*room-only price (breakfast not included)

## AIRPORT TRANSFERS

Gatwick	£95	London City	£160	St Pancras (Eurostar)	£170
Heathrow	£150	Luton/Stansted	£210	Ashford (Eurostar)	£160

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

## REGISTRATION FEE

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

## EXAMINATION FEES

FCE	CAE	CPE	IELTS
£175*	£180*	£185*	£200#

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

## SUNDRY FEES

Courier Documents	Insurance
£60	£5.75* (per 7 days)

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



## GENERAL ENGLISH COURSES

### General English (GE28) / General English + One-to-One (GE030)

28 lessons/week (21hours) – Elementary to Advanced

20 lessons (15 hours) in the morning with options, or 1:1 lessons at extra cost, in the afternoons. Students can choose afternoon options at school.

Code	Lessons/week	Weeks	2-4	5-7	8-11	12-19	20+
GE28	28	Price per week	£330	£320	£300	£285	£270
GE030	30	Price per week	£780	£780	£780	£780	£780

– Available 02 January 2023 to 22 December 2023. Start any Monday. Minimum booking 2 weeks.

– Students booking 24+ weeks in advance see Study Year Programme prices.

### Tuition Fees Calculator

Weeks	1	2	3	4	5	6	7	8	9	10	11	12
GE28	£330	£660	£990	£1320	£1600	£1920	£2240	£2400	£2700	£3000	£3300	£3420
Weeks	13	14	15	16	17	18	19	20	21	22	23	+weeks
GE28	£3705	£3990	£4275	£4560	£4845	£5130	£5415	£5400	£5670	£5940	£6210	+£270

## STUDY YEAR PROGRAMME (SYP)

28 lessons/week (21 hours) – Elementary to Upper-Intermediate\*

Start any Monday. Minimum 24 weeks.

Number of weeks	SYP28	24 – 33	34+
Price per week		£250	£235
24 weeks	£6000		
34 weeks	£7990		
44 weeks	£10340		

- Book any number of weeks over 24 (eg 24, 25, 26, 27...)
- Choice of study on a variety of courses, depending on level, at no extra cost
- 1 airport transfer on arrival (Liverpool or Manchester) AND 1 exam fee included (from Cambridge FCE/CAE, IELTS) for students studying on an examination course as part of the SYP programme
- Students can choose to add holidays - normally maximum 4 weeks' holiday for bookings of 24-33 weeks and 6 weeks' holiday for bookings of 34+ weeks. Tuition fees are based on number of weeks of study.
- \*level on arrival (courses at Advanced level available)

### Tuition Fees Calculator

Weeks	24	25	26	27	28	29	30	31	32	33	34	35
SYP28	£6000	£6250	£6500	£6750	£7000	£7250	£7500	£7750	£8000	£8250	£7990	£8225
Weeks	36	37	38	39	40	41	42	43	44	45	46	+weeks
SYP28	£8460	£8695	£8930	£9165	£9400	£9635	£9870	£10105	£10340	£10575	£10810	+£235

## ADDITIONAL PRIVATE LESSONS – IN SCHOOL / ONLINE

### Face-to-Face lessons in school

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

### Online Lessons

These can be added as a follow-up to any course.

	1:1	2:1	3:1
Price per 45-minute lesson	£68	£38	£27

All fees are per person per lesson. 2:1 and 3:1 only available for students booking and studying together.

## EXAMINATION PREPARATION COURSES

### General English with Cambridge Examination Preparation (GEC)

28 lessons/week (21 hours) - Intermediate to Advanced

20 core morning General English lessons (15 hours) and 8 exam focus group lessons (6 hours).

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

Code	Dates	Weeks	Course Fees
GEC1 – FCE	06 February – 10 March	5	£1600
GEC2 – FCE/CAE	15 May – 16 June	5	£1600
GEC3 – FCE/CAE	06 November – 08 December	5	£1600

**The oral interviews take place before the written exam. The written exam dates for the paper-based exam are:**

GEC1 – FCE exam Friday 10 March

GEC2 – FCE exam Saturday 17 June; CAE exam Saturday 17 June

GEC3 – FCE exam Saturday 09 December; CAE exam Saturday 09 December

### Full-time intensive Cambridge Examination Preparation (CC)

30 lessons/week (22.5 hours)

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

Code	Dates	Weeks	Course Fees
CC1 – FCE/CAE	03 July – 28 July	4	£1540
CC2 – FCE/CAE	31 July – 25 August	4	£1540

**The oral interviews take place before the written exam. The written exam dates for the paper-based exam are:**

CC1 – FCE exam Thursday 27 July; CAE exam Friday 28 July

CC2 – FCE exam Thursday 24 August; CAE exam Friday 25 August

### General English with IELTS Preparation (GEI28)

**28 lessons/week (21 hours) – Intermediate to Advanced**

20 lessons (15 hours) in the morning of core General English, 6 lessons (4.5 hours) of exam focus, 2 lessons (1.5 hours) of academic writing. Exam fees not included.

Code	Lessons/week	Weeks	2-4	5-7	8-11	12-19	20+
GEI28	28	Price per week	£330	£320	£300	£285	£270

– Available 02 January 2023 to 22 December 2023. Start any Monday. Minimum booking 2 weeks.

– Students booking 24+ weeks in advance see Study Year Programme prices.

– The examination normally takes place in nearby centres eg Chester for IELTS academic or Manchester for IELTS SELT

## SUMMER VACATION COURSE

### Summer Course for Teenagers (SCT) – Elementary to Advanced

**20 lessons/week (15 hours) + activities Ages 13-16**

Available between 26 June 2023 and 11 August 2023. Start any Monday for 2, 3 or 4 weeks. Minimum stay 2 weeks.

June	July		
26	03, 10, 17, 24, 31	Price per week	£465

– Social programme includes (per week): 1 half-day excursion, 2 half-day activities, 2 project-based afternoons, 2 evening events. 1 full-day excursion on mid-course weekends

– Accommodation in shared/single homestays with breakfast, dinner and a packed lunch £180 per week

– Maximum class size 14.

– Price does not include airport transfer or meet & greet service

## 25+ COURSES

### 25+ Group Course (TFP)

**30 lesson/week course (22.5 hours/week) Elementary to Advanced. Minimum age 25**

Available 02 January 2023 to 22 December 2023. Start any Monday. Maximum stay normally 6 weeks.

Price per week	TFP	£640
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- Maximum class size 6.
- If you have only 1 week, we strongly recommend a 25+ Combination Course.

### 25+ Course Combination Courses (TFPC)

**30 or 35 lesson/week course (22.5 or 26.25 hours/week). Elementary to Advanced**

Available 02 January 2023 to 22 December 2023. Start any Monday. Maximum stay normally 6 weeks. Combination of small group 25+ classes and one-to-one lessons.

Code	Group 25+ lessons	One-to-One lessons	Total lessons	Total hours	Price per week
TFPC1	30	5	35	26.5	£950
TFPC2	20	10	30	22.5	£1060
TFPC3	20	15	35	26.5	£1375

## ONE-TO-ONE / TWO-TO-ONE COURSES

### One-to-One Courses (OT) / Two-to-One (TTO) – Beginner to Advanced

Available Monday 02 January 2023 to 22 December 2023. Start any Monday. Minimum stay 1 week.

Code	Lessons/week	Hours/week	Price per week (1:1)	Price per week (2:1)
OT20 / TTO20	20	15	£1260	£700
OT30 / TTO30	30	22.5	£1890	£1050
OT35 / TTO35	35	26.5	£2205	£1225

Prices are per person. 2:1 course is suitable for students at the same level of English, with the same needs, booking and studying at the same time.

## 50+ COURSES

### 50+ Courses (FP) – Elementary to Advanced

**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)
FP1	24 April – 05 May	2	£880
FP2	08 May – 19 May	2	£880
FP3	22 May – 02 June	2	£880
FP4	05 June – 16 June	2	£880
FP5	14 August – 25 August	2	£880
FP6	28 August – 08 September	2	£880
FP7	11 September – 22 September	2	£880

- Includes 3 half-day events and 1 full-day guided excursion on the mid-course weekend.
- Students can also book 2 consecutive courses.

## TAILOR-MADE COURSES /GROUPS

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

## ACCOMMODATION FEES

### Homestay accommodation fees – per person per week

Half-Board	Single (shared bathroom)	£150	*Single (private bathroom)	£220
	Twin (shared bathroom)	£132	*Twin (private bathroom)	£175
Breakfast only	Single (shared bathroom)	£115	*Single (private bathroom)	£178
	Twin (shared bathroom)	£107	*Twin (private bathroom)	£145

**NB: Supplement of £20 per week for all homestay bookings between Sunday 18 June and Sunday 13 August**

\* Normally only for mature students on short courses.

Arrival day normally Sunday, departure day normally Saturday or Sunday. Fees charged in units of 1 week.

Half-board = breakfast and dinner every day.

Christmas supplement for lunches on 25 and 26 December = £50

Early departure – 50% of 1 week's fees will be charged unless 7 days' notice is given.

Holiday – 50% of 1 week's fees will be charged per week to retain the room, except between 2 July and 6 August when full fees apply.

To qualify for the retainer rate, holidays must be at least 7 days' and weekend to weekend.

Although we can cater for many diets, we reserve the right to charge a supplement of £30 per week for special diets (eg celiac, vegan, lactose-free, nut allergy).

### Hotels – ELC's price (ensuite, bed and breakfast, per person per night)

	Express by Holiday Inn	Blossoms
Single	£73*	£79
Twin/Double	£36.50*	£44.50

NB \*Race days are £199 per room per night – for race days see <https://www.chester-races.com/racing/fixtures>

### Residence – self-catering per person per week (over 18s only)

Single room, ensuite studio apartment	£215
Double room, ensuite studio apartment	£125

## AIRPORT TRANSFERS

Manchester	£80	Liverpool	£80	Meet & Greet Service for juniors*	£95
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All fees are per person, one-way. Contact us for prices for shared transfers.

Strongly recommended for 16 and 17 year olds travelling independently.

\*Compulsory for students aged under 16 travelling independently.

## REGISTRATION FEES

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

## EXAMINATION FEES

FCE	CAE	IELTS
approx £160 - £200*		

\* Students will normally book directly with the test centre.

## SUNDRY FEES

Courier Documents	Insurance
£60	£5.75* (per 7 days)

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

## GENERAL ENGLISH COURSES

### General English (GE25/GE30)

### General English + One-to-One (GEO25/GEO30)

#### 25 or 30 lessons/week (18.75 or 22.5 hours) – Elementary to Advanced

20 lessons (15 hours) in the morning with electives, or at extra cost, 1:1 lessons or Plus options in the afternoons. Students can choose afternoon electives at school (GE25 course = 1 elective per week; GE30 course = 2 electives per week).

Code	Lessons/week	Weeks	2-4	5-7	8-11	12-19	20+
GE25	25	Price per week	£295	£290	£285	£275	£265
GE30	30	Price per week	£340	£325	£310	£300	£290
GEO25	25	Price per week	£500	£500	£500	£500	£500
GEO30	30	Price per week	£755	£755	£755	£755	£755

- Available 02 January 2023 to 22 December 2023. Start any Monday. Minimum booking 2 weeks.
- NB Students booking 24+ weeks in advance see Study Year Programme prices.
- Electives available weekly.

### Tuition Fees Calculator

Weeks	1	2	3	4	5	6	7	8	9	10	11	12
GE25	£295	£590	£885	£1180	£1450	£1740	£2030	£2280	£2565	£2850	£3135	£3300
GE30	£340	£680	£1020	£1360	£1625	£1950	£2275	£2480	£2790	£3100	£3410	£3600
Weeks	13	14	15	16	17	18	19	20	21	22	23	+weeks
GE25	£3575	£3850	£4125	£4400	£4675	£4950	£5225	£5300	£5565	£5830	£6095	+£265
GE30	£3900	£4200	£4500	£4800	£5100	£5400	£5700	£5800	£6090	£6380	£6670	+£290

### General English Plus Golf (GEPG), Tennis (GEPT), Natural Health (GEPNH), Horse-Riding (GEPH), Watersports (GEPW)

#### 20 lessons/week (15 hours) – Elementary to Advanced

Code	GE Lessons/week	Hours	Plus lessons/week	Price per week
GEPG	20	15	3 afternoons	£695
GEPT	20	15	3 afternoons	£545
GEPNH	20	15	3 afternoons	£455
GEPH	20	15	3 afternoons	£570
GEPW	20	15	3 afternoons	£560

- Available 02 January 2023 to 22 December 2023. Start any Monday. Students must book a minimum of 2 weeks.
- 3 afternoons of plus options per week.

## STUDY YEAR PROGRAMME (SYP)

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

Start any Monday. Minimum 24 weeks.

Number of weeks	SYP25	24 – 33	34+	SYP30	24 – 33	34+
		£230	£215		£265	£250
24 weeks	£5520			£6360		
34 weeks	£7310			£8500		
44 weeks	£9460			£11000		

- Book any number of weeks over 24 (eg 24, 25, 26, 27...)
- Choice of study on a variety of courses, depending on level, at no extra cost:
  - SYP25 – variety of 25-lesson courses including GE25 and examination courses (eg FCE25, CAE25, IELTS25)
  - SYP30 – variety of 30-lesson courses including GE30 and examination courses (eg FCE30, CAE30, IELTS30)
- 1 airport transfer on arrival (London Gatwick or Heathrow) AND 1 exam fee included (from Cambridge FCE/CAE, IELTS) for students studying on an examination course as part of the SYP programme.
- Students can choose to add holidays – normally a maximum of 4 weeks' holiday for bookings of 24-33 weeks and 6 weeks' holiday for bookings of 34 weeks or more. Tuition fees are based on number of weeks of study.
- \*level on arrival (courses at Advanced level available).

# STUDY YEAR PROGRAMME (SYP)

## Tuition Fees Calculator

Weeks	24	25	26	27	28	29	30	31	32	33	34	35
SYP25	£5520	£5750	£5980	£6210	£6440	£6670	£6900	£7130	£7360	£7590	£7310	£7525
SYP30	£6360	£6625	£6890	£7155	£7420	£7685	£7950	£8215	£8480	£8745	£8500	£8750
Weeks	36	37	38	39	40	41	42	43	44	45	46	+weeks
SYP25	£7740	£7955	£8170	£8385	£8600	£8815	£9030	£9245	£9460	£9675	£9890	+£215
SYP30	£9000	£9250	£9500	£9750	£10000	£10250	£10500	£10750	£11000	£11250	£11500	+£250

## EXAMINATION PREPARATION COURSES

All exam courses have a core of 25 lessons per week (except for summer 4-week Cambridge courses). Students who choose the 30-lesson programme outside of summer will join the GE options programme for the extra 5 lessons per week.

### Cambridge Examination Preparation Courses (CC)

**25 or 30 lessons/week (18.75 or 22.5 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	Dates	Weeks	CC25 Course Fees	CC30 Course Fees
CC1 – FCE/CAE	02 January – 10 March	10	£2850	£3100
CC2 – FCE/CAE	20 March – 09 June	12	£3300	£3600
CC3* – FCE/CAE	03 July – 28 July	4	–	£1400
CC4* – FCE/CAE	31 July – 25 August	4	–	£1400
CC5 – FCE/CAE	11 September – 01 December	12	£3300	£3600

The oral interviews take place on a weekend before the written exam. The written exam dates for the paper-based exam are:

CC1 – FCE exam Friday 10 March; CAE exam Saturday 11 March

CC2 – FCE exam Tuesday 06 June; CAE exam Wednesday 07 June

CC3 – FCE exam Thursday 27 July; CAE exam Friday 28 July

CC4 – FCE exam Thursday 24 August; CAE exam Friday 25 August

CC5 – FCE exam Tuesday 28 November; CAE exam Wednesday 29 November

### IELTS Exam Preparation

**25 or 30 lessons/week (18.75 or 22.5 hours). Minimum Level Intermediate**

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

Code	Dates	IELTS 25 Course Fees	IELTS 30 Course Fees
IELTS1	02 January - 27 January	£1180	£1360
IELTS2	30 January - 24 February	£1180	£1360
IELTS3	27 February - 24 March	£1180	£1360
IELTS4	03 April - 28 April	£1180	£1360
IELTS5	01 May - 26 May	£1180	£1360
IELTS6	29 May - 23 June	£1180	£1360
IELTS7	03 July - 28 July	£1180	£1360
IELTS8	31 July - 25 August	£1180	£1360
IELTS9	28 August - 22 September	£1180	£1360
IELTS10	25 September - 20 October	£1180	£1360
IELTS11	23 October - 17 November	£1180	£1360
IELTS12	20 November - 15 December	£1180	£1360

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

## SUMMER VACATION COURSE

### Summer Plus (SP) – Elementary to Advanced

#### 25 lessons/week (18.75 hours) + activities

Available between 12 June 2023 to 18 August 2023. Start any Monday. Minimum stay 2 weeks.

June	July	August	Price per week	£370
12, 19, 26	03, 10, 17, 24, 31	07		

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

## ONE-TO-ONE / TWO-TO-ONE COURSES

### One-to-One (OT) / Two-to-One (TTO) – Beginner to Advanced

Courses available Monday 02 January 2023 to 22 December 2023. Start any Monday. Minimum stay 1 week.

Code	Lessons/week	Hours/week	Price per week (1:1)	Price per week (2:1)
OT20 / TTO20	20	15	£1140	£620
OT25 / TTO25	25	18.75	£1425	£775
OT30 / TTO30	30	22.5	£1710	£930
OT35 / TTO35	35	26.25	£1995	£1085
OT40 / TTO40	40	30	£2280	£1240

Prices are per person. 2:1 course is suitable for students at the same level of English with the same needs.

## 50+ COURSES

### 50+ Courses (FP) – Elementary to Advanced

#### 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)
FP1	08 May – 19 May	2	£880
FP2	22 May – 02 June	2	£880
FP3	05 June – 16 June	2	£880
FP4	14 August – 25 August	2	£880
FP5	28 August – 08 September	2	£880
FP6	11 September – 22 September	2	£880

– Includes 3 half-day events and 1 full-day guided excursion at the weekend per week booked.

– Students can also book 3 or 4 weeks. Extra weeks charged at £440 per week

## TAILOR-MADE COURSES / GROUPS

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

## ADDITIONAL PRIVATE LESSONS – IN SCHOOL / ONLINE

#### Face-to-Face in school

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

#### Online Lessons

These can be added as a follow-up to any course.

	1:1	2:1	3:1
Price per 45-minute lesson	£60	£34	£24

All fees are per person per lesson. 2:1 and 3:1 only available for students booking and studying together.

## ACCOMMODATION FEES

### Homestay accommodation fees – per person per week

Half-Board	Single (shared bathroom)	£145	50+ Single	£155	*Single (private bathroom)	£210
	Twin (shared bathroom)	£128	50+ Twin	£138	*Twin (private bathroom)	£164
Breakfast only	Single (shared bathroom)	£122				
Self-Catering	Single (shared bathroom)	£118				

#### NB: Supplement of £20 per week for all homestay bookings between Sunday 18 June and Sunday 13 August

Arrival day normally Sunday, departure day normally Saturday. Fees charged in units of 1 week.

Half-board = breakfast and dinner every day; lunch at weekends.

Christmas supplement for lunches on 25 and 26 December = £50

Early departure – 50% of 1 week's fees will be charged unless 7 days' notice is given.

Holiday – 50% of 1 week's fees will be charged per week to retain the room, except between 2 July and 6 August when full fees apply, To qualify for the retainer rate, holidays must be at least 7 days' and weekend to weekend.

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 £20 per week for special diets (eg celiac, vegan, lactose-free, nut allergy).

Students booking the 50+ course who require homestay accommodation should choose 50+ or private bathroom homestay.

\*These accommodation options are particularly subject to availability. Please check with ELC Eastbourne at the time of booking.

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

	The Arden	The Hydro Hotel	Lansdowne Hotel	17 Wilmington Square
Single	£72	£68	£72	£63
Twin/Double	£44	£45	£45	£52.50

NB ELC 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	£165
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A £100 deposit and £10 administration fee may be charged depending on the provider.

## AIRPORT TRANSFERS

Gatwick	£105	London City/Luton	£190	St Pancras (Eurostar)	£185
Heathrow	£150	Stansted	£200	Ashford (Eurostar)	£130

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

## REGISTRATION FEE

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

## EXAMINATION FEES

FCE	CAE	CPE	IELTS
£175*	£180*	£185*	£200#

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

## SUNDRY FEES

Courier Documents	Insurance
£60	£5.75* (per 7 days)

\* 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.elc-schools.com](http://www.elc-schools.com)).
2. Return to ELC with a deposit of £250 or full fees. Email to:
 

ELC Brighton	<a href="mailto:bookings@elc-brighton.co.uk">bookings@elc-brighton.co.uk</a>
ELC Chester	<a href="mailto:info@elc-chester.co.uk">info@elc-chester.co.uk</a>
ELC Eastbourne	<a href="mailto:bookings@elc-eastbourne.co.uk">bookings@elc-eastbourne.co.uk</a>

NB If you require a visa you must pay full fees on booking, and send us a copy of your passport.
3. On receipt of the Application Form and payment, we will send you a confirmation of booking and an invoice.  
NB a registration fee of £90 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. ELC can provide insurance, see [www.elc-schools.com/info/insurance/](http://www.elc-schools.com/info/insurance/)

## HOW TO PAY

All fees to be paid in pounds sterling. You can pay by Flywire, Bank Transfer or Credit/Debit Card.

1. Flywire: Offers multiple payment options, including your own currency such as bank transfer and credit/debit card at good exchange rates with no hidden fees. Access Flywire at the following address: <https://elc-schools.flywire.com>
2. Bank Transfer: Please include your full name on the transfer advice and include the amount to cover all bank charges.

	ELC Brighton	English in Chester	ELC Eastbourne
Beneficiary	The English Language Centre	The English Language Centre	The English Language Centre
Bank	Barclays Bank UK PLC	Barclays Bank UK PLC	Barclays Bank UK PLC
Bank Sort Code	20-12-75	20-12-80	20-12-75
Account Number	10362913	23644359	53099075
Bank Address	Barclays Bank UK, Leicester, Leicestershire, LE87 2BB	Barclays Bank UK, Leicester, Leicestershire, LE87 2BB	Barclays Bank UK, Leicester, Leicestershire, LE87 2BB
SWIFTBIC Code	BUKB GB22	BUKB GB22	BUKB GB22
IBAN	GB84 BUKB 2012 7510 3629 13	GB77 BUKB 2012 8023 6443 59	GB14 BUKB 2012 7553 0990 75

3. Credit/Debit Card: You can make payment securely on our website at: [www.elc-schools.com/balance/](http://www.elc-schools.com/balance/)

## TERMS & CONDITIONS OF ENROLMENT – DIRECT

1. In registering with us, you accept our terms and conditions of enrolment.
2. A course is defined as the whole period of booking (and may include a combination of different types eg General English, IELTS etc).
3. We require a deposit of £250 in order to reserve a place on a course. The balance of fees are then due 21 days before the start of the course. If a student books a course fewer than 21 days before the start of the course, total fees are payable immediately. In the case of visa students, we require full fees before processing and confirming an application.

### Insurance

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

### Cancellation and Refund Policy

5. Terms given for cancellation periods are based on the school's normal working hours Monday to Friday. If a cancellation request is received outside our normal office hours, the notice period will be counted from the next working day. We will endeavour to pay any refunds as quickly as possible. In any case we will refund within 90 days of receiving the full bank account details. Refunds are normally made via the original method of payment.
6. Cancellation before arrival. We 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. Refunds will be made via the same method as payment was made. 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.

7. 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, registration and insurance 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. Study Year Programme inclusive exam and airport transfer have no monetary value – there is no refund if you do not use these offers; the exam must be booked by us during your course in the UK.
8. 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.
9. Tuition, registration and insurance fees are non-refundable in the case of late- or non-arrival for the course.
10. If you miss a lesson, regardless of the reason, we cannot give a refund or allow you to take the lesson at another time.
11. Homestay cancellation. In the case that fewer than 7 days' notice of cancellation of a homestay booking is given, a compensation fee of 50% of the weekly homestay rate will be charged and must be paid to the homestay. If accommodation costs have been paid to us, 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.
12. Residences and student houses: A minimum 4 weeks' notice in writing must be given to cancel or curtail a booking in the residence. Refunds will only be made for full calendar weeks.
13. Hotels: the hotel's cancellation terms apply. There is usually no refund for non-arrival or early departure.

#### **Visas**

14. 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, exam fees). We will need to see a copy of the visa refusal letter in order to provide any refund.
15. 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.

#### **Liability and Force Majeure**

16. We are not liable for:
  - a. loss of tuition or other related 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. In the event of an outbreak of infectious disease, all students and / or parents / guardians are required to comply with rules regarding quarantine as set by government agencies or by the school.
  - 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**

17. We reserve the right to refuse an enrolment, or in the case of unsatisfactory attendance, work or conduct, to dismiss you from a course without refund of tuition fees. If you cause damage in the school, in accommodation or a social activity organised by the school, you are responsible for paying all repair costs.
18. We are not liable for any loss, damage, illness or injury to persons or property, however caused, except where statutory liability applies.
19. On completion of your course you will receive a certificate of attendance if you have met the attendance requirements, 80% or more in Brighton and Eastbourne, 90% in Chester.

#### **Promotional materials**

20. From time-to-time we may take photographs or videos for use in our promotional materials or for marketing purposes. We will ask for your consent in writing at the time 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. Please see the policy on our website [www.elc-schools.com/policies/](http://www.elc-schools.com/policies/).

#### **Students aged under 18**

22. In the UK, students under the age of 18 are children in British law. In the case of all students under 18, 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.

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

23. All courses in our brochure or on our website are aimed at adults except Summer Course for Teenagers in Chester and some closed groups. We do accept students aged 16 or 17 on some adult courses (see brochure or course information on our website for details). Point 22 above still applies for 16 and 17 year olds on adult courses.

#### **Your course**

24. Some courses may not run as advertised if there are not enough students on the course. We reserve the right to offer an alternative option to students in this case, for example a reduced number of lessons for all or part of the course. See course information on our website for details.

25. In extreme and very rare circumstances, the stated maximum class size might be exceeded. If this does happen, it will be only by one person and for a very limited period.
26. It may be possible to take a holiday during your course. You should normally give us at least 4 weeks' notice. You can only book holiday in complete weeks of consecutive days Monday to Friday. Provided you give us notice, we will transfer the 'missed' weeks of tuition to the end of your course. For students with a visa, if you cannot complete the course within the visa dates because you took holiday, there is no refund of 'missed' weeks of tuition.

#### **Homestay Accommodation**

27. In locating and arranging homestay accommodation, we act as an agent introducing course participants to host(s).
28. We can only arrange homestay for students who are studying with us and for the same duration as the course booked. In the case of students requiring a visa, we can only confirm homestay details, once we have confirmation that the visa application has been successful.
29. 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 or Sunday after the course ends. You should plan to arrive at your homestay at a reasonable time, usually no earlier than 08.00 and no later than 23.00. If you arrive outside these times, there may be a supplement or you may have to make alternative arrangements for 1 night. Half-board homestay includes breakfast and dinner every day including weekends (and lunches at weekends in Eastbourne only). Bed & breakfast homestay does not mean that you will have access to a kitchen to prepare your own food.
30. Unless otherwise requested, you will be the only student with your native language staying in the homestay.
31. Twin homestay is normally only available for two students travelling together.
32. Unaccompanied students aged under 18 must choose homestay accommodation (single) with minimum half-board if aged 16 and 17 and full-board if aged under 16. In summer in Eastbourne or in Chester on the Summer Course for Teenagers, 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 but different first language.
33. We take our responsibility for the care and safety of all our students very seriously, especially students aged under 18. Therefore, we will ensure 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.
  - Depending on the age and course there are different rules for the time that a student must arrive at their homestay in the evening (see course details). 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. Any overnight stay away from homestay must be approved by the school's safeguarding team in writing.
  - We require the parents and student to 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.

#### **Residence and Student House Accommodation**

34. You must be aged 18 or over on the day of arrival to stay in a residence or student house.
35. In locating and arranging residential or student house accommodation not owned by the school, we act as an agent introducing course participants to host(s).
36. This accommodation is only available for bookings of complete weeks (with arrival normally on Sunday) and is charged in units of 1 week. Minimum stays are normally 2 weeks.
37. If you take a holiday during your stay and are away, you will still be charged the full rate for the period of absence.
38. Payments must be made to the school. Full fees must be paid in advance at the time of booking in order to reserve the room for the requested period of time. No student house or residence accommodation will be booked until full fees have been paid.
39. We cannot postpone bookings for the residence or student house if you inform us 28 or fewer days before the arrival date. You are still liable for the fees of your original accommodation booking, if you give us 28 days or fewer notice.
40. For student house accommodation, you will be asked for your credit card details at the time of booking. This is to cover the cost of any breakages, damage or extra cleaning required above the normal the property up to a maximum of £300. In Chester, you are required to pay a deposit of £200 with your booking. This is refunded when the room is returned in a satisfactory condition.
41. If you lose your key, you will be charged extra to cover the cost of replacement.
42. For operational reasons, we reserve the right to move you to a different room or residence if necessary in exceptional circumstances.

#### **Other**

43. The minimum age for attendance at the school on our advertised courses is 16, except for the Summer Course for Teenagers in Chester where the minimum age is 13. In the case of business, 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. In the case of General English, Summer Vacation and examination courses, we reserve the right to accept students who are 15, and 12 for the Summer Course for Teenagers, where they come as part of a group with a leader who will take responsibility for their welfare outside lessons. In such cases we will take additional child protection and safeguarding measures. Applications from students outside the published age limits are treated on a case by case basis.
44. 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.
45. The Summer Vacation Course in Brighton takes place at our summer centre – ELC Loxdale. The Summer Course for Teenagers in Chester takes place at the University of Chester campus. All other courses take place in the both schools' main buildings. On occasion we may use additional premises located near the main schools.
46. These Terms & Conditions were correct at the time of going to print. However, we reserve 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.elc-schools.com/policies/terms/](http://www.elc-schools.com/policies/terms/).



# The English Language Centre

BRIGHTON / CHESTER / EASTBOURNE

## Brighton

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