



Courses and Fees for 2009/10

Course Title	Hours per Week	Mornings Lessons	Afternoons Skills-based Lessons	Price per Week	Levels	Availability
General English (15)	15	General English 09.00 – 12.15 Monday - Friday	N/A	£120	All levels	Ongoing
General English (20)	20	General English 09.00 – 12.15 Monday - Friday	Skills-Based x 4 13.15-14.30 and/or 14.45-16.00 Monday - Thursday	£160	All levels	Ongoing
Intensive General English (25)	25	General English 09.00 – 12.15 Monday - Friday	Skills-Based x 8 13.15 – 16.00 Monday - Thursday	£195	All levels	Ongoing
Foundation IELTS with General English (F15)	15	General English + IELTS 09.00 – 12.15 Monday - Friday	N/A	£120	Pre-Intermediate & Intermediate	Ongoing
Foundation IELTS with General English (F20)	20	General English + IELTS 09.00 – 12.15 Monday - Friday	Skills-Based x 4 13.15-14.30 and/or 14.45-16.00 Monday - Thursday	£160	Pre-Intermediate & Intermediate	Ongoing
Foundation IELTS with General English (F25)	25	General English + IELTS 09.00 – 12.15 Monday - Friday	Skills-Based x 8 13.15 – 16.00 Monday - Thursday	£195	Pre-Intermediate Intermediate	Ongoing
IELTS (15)	15	IELTS 09.00 – 12.15 Monday - Friday	N/A	£135	Upper Intermediate & Advanced	Ongoing
IELTS with General English (20)	20	IELTS 09.00 – 12.15 Monday - Friday	Skills-Based x 4 13.15-14.30 and/or 14.45-16.00 Monday - Thursday	£175	Upper Intermediate & Advanced	Ongoing
IELTS with General English (25)	25	IELTS 09.00 – 12.15 Monday - Friday	Skills-Based x 8 13.15 – 16.00 Monday - Thursday	£215	Upper Intermediate & Advanced	Ongoing
English Language Skills	10	N/A	Skills-Based x 8 13.15 – 16.00 Monday - Thursday	£90	All levels	Ongoing
One to One	Min. 1	By arrangement	By arrangement	£30 per hour	All levels	On demand
ESOL with Citizenship	4 inc. a 30-min break	10.00-14.00 5 Saturdays		£300 package price	All levels	Ongoing
Junior / Young Learners Course (all year round)	15	09.00 – 12.15	Activities/excursions on on weekday afternoons + one full-day excursion on weekend	£499 package price	All levels	On demand
Summer School for juniors/Young Learners	15	Four 2-week courses: course 1 (28 June - 11 July 2009), course 2 (12 July - 25 July 2009), course 3 (26 July - 8 August 2009) and course 4 (9 August - 22 August 2009). The package prices of £499 and £549 per week include 15 hours per week lessons, accommodation, weekday activities/trips and weekday excursions. All levels are accepted. A sample timetable is downloadable from our website. Please visit www.spinnakercollege.com for course details.				

Skills-based lessons for Monday-Thursday afternoons

Levels	Time	Monday	Tuesday	Wednesday	Thursday
Upper-Intermediate and Advanced	13.15-14.30 14.45-16.00	IELTS (Listening and Speaking)	IELTS (Reading and Writing)	IELTS (Listening and Speaking)	IELTS (Reading and Writing)
Intermediate and Pre-Intermediate	13.15-14.30 14.45-16.00	Foundation IELTS (Listening and Speaking)	Foundation IELTS (Reading and Writing)	Foundation IELTS (Listening and Speaking)	Foundation IELTS (Reading and Writing)
Beginner and Elementary	13.15-14.30 14.45-16.00	Listening and Speaking	Reading and Writing	Listening and Speaking	Reading and Writing

Notes:

Maximum number of students for IELTS 09.00-12.15 is 12.

Maximum number of students for ESOL course is 16.

Maximum number of students for other morning and afternoon classes is 14.

Study mode is full-time for all courses that are a minimum of 15 hours study per week.

English Language Skills course (10 hours per week) is a part-time course.

Other Courses and fees

Course Title	Hours per week	Starting date and Duration of the course	Lesson Time	Price per week	Levels	Availability
English for Business Communications Certificate (City & Guilds)	15	12 weeks (total hours 180)	13.15-16.30 Monday – Friday	£175	Intermediate, Upper Intermediate and advanced	Starting: January, April, July, October
English for Customer Care	15	2 weeks	09.00-12.15 Monday – Friday	£175	Intermediate, Upper Intermediate and advanced	On demand Please contact us
Presentation Skills in English	15	2 weeks	09.00-12.15 Monday – Friday	£175	Intermediate, Upper Intermediate and advanced	On demand Please contact us
Writing for managers in English	15	2 weeks	09.00-12.15 Monday – Friday	£175	Intermediate, Upper Intermediate and advanced	On demand Please contact us
English and methodology refresher for language teachers	15	2 weeks	09.00-12.15 Monday – Friday	£175	Professional level	On demand Please contact us
ABE (Association of Business Executives) Certificate in Business Management	15	We start the ABE Certificate course twice a year for the ABE exams held in June and December. Students whose current level of English is Intermediate will take one month of pre-sessional lessons before ABE. The pre-sessional lesson is optional for the students whose English is Upper Intermediate or Advance. Please visit www.spinnakercollege.com for next starting date and course details.				

Application form

Spinnaker College
16 Guildhall Walk
Portsmouth
PO1 2DD
UK

T: +44 (0) 23 92 87 33 44

F: +44 (0) 84 58 33 66 51

E: admin@spinnakercollege.com

Please complete the form in **BLACK** ink.
Please use **CAPITAL** letters.

1. Personal details

Title _____ First Name(s) _____

Surname _____

Gender Male Female

Date of Birth ___/___/___

Occupation _____

Passport No. _____

Nationality _____

Country of Birth _____

Address (UK) _____

City _____ Postcode _____

Telephone Number (Inc. STD code) _____

Mobile _____

Fax Number _____

E-mail _____

Home Address (Your country) _____

City _____ Country _____

Emergency contact

Title _____

First Name(s) _____

Surname _____

Tel _____ Mobile _____

Address (UK) _____

2. Course details

Course Title: _____

Proposed Course Start Date ___/___/___

(You may start any Monday)

Please choose the duration of your study

4 weeks 8 weeks 12 weeks

12 weeks 36 weeks 52 weeks

Other, please specify _____

Please choose the hours of study per week:

15 hours p/w 20 hours p/w

25 hours p/w Other

Please choose the time you wish to study

Mornings Afternoons

All day (AM + PM) Evenings

Please select your level

(English language courses only)

Beginner Elementary

Pre-intermediate Intermediate

Upper-intermediate Advanced

3. Funding details

How do you plan to fund your studies?

I will be paying or funding my own fees

I have a scholarship/grant

Please give the name of the individual or organisation funding your scholarship/grant

I will be funded by my employer

Please give the name and address of your employer

4. Accommodation

Do you require accommodation Yes No

An accommodation arrangement booking fee of £30.00 is applicable and will be refunded in the event of no accommodation being found. Advance payment is required for the full booking, which must be a minimum of two weeks rent. Please read the terms and conditions for our full refund policy. Please note that we cannot guarantee accommodation and it will be reserved on a first come first served basis.

Start date: ___/___/___

End Date: ___/___/___

Number of weeks:

Homestay

- Single Room
- Single Room (Half Board)
- Double Room
- Double Room (Half Board)

Shared Accommodation

- Shared Single Room
- Shared Double Room

Private Accommodation

- Private House
- If so, how many bedrooms? 1 2 3 4
- Bed and breakfast
- Hotel

5. Reference

How did you hear about us? Website Friend Advertisement Leaflet Other, please specify: _____

If through an agent, please mention name and location: _____

6. Summary of our Terms and Conditions*

For full terms and conditions please visit our website.

- 1) Students must be 16 years of age or over if applying for courses other than those specially designed for young learners.
- 2) Registration fee is Non-Refundable.
- 3) All students must abide by the college rules and regulations stated in student handbook.
- 4) All fees due to the college must be paid in full, prior to the commencement of the courses. (Unless an installment payment scheme is agreed).
- 5) Course fees do not include travel, accommodation, social programmer, external examination fees, personal and health insurance, bank charges on international money transfers. For courses longer than 4 weeks, one course book is provided free for each level, up to a maximum of 4 course books a year.
- 6) Fees are NOT transferable or refundable under normal circumstances. Any refunds are subject to the approval of the principal, under the cancellation policy stated on our website and after the deduction of any agent commissions and other charges.
- 7) Course fees, location and start dates can be subject to change and without prior notification.
- 8) Courses will NOT be extended due to any unauthorized absences and/or uncertified illness. (Any such extensions are subject to additional fees).
- 9) Overseas students must complete minimum of 85% attendance at all the time. (Unless you have a valid reason and already obtained the necessary approvals).
- 10) Visa nationals will have to abide by the rules of the UK boarder Agency.
- 11) If a student fails to start on the commencement date or leaves the course prior to the completion of the course, the student's name may be removed from the class register.
- 12) Courses are conducted subject to the demand and can be altered any time. Any such notice will only be notified to the registered students.
- 13) The College reserves the right to change the lessons, classrooms and combine classes, if necessary.
- 14) *Our full Terms and Conditions are available on our website, a hard copy is also available at the reception.

Please note that we cannot process your application until we receive your payments. Please be sure to include

- Course Fee
- Registration Fee
- Professional Courses fee (if applicable)
- Accommodation arrangement fee (if applicable)

Method of Payment

- Giro Money Order
- International Bank Transfer
- Credit card **
- Cheque (we can only accept UK cheques)

**Please ask the College for a credit card form

Bank name: Lloyds TSB Bank
Sort Code: 30-96-11

Address: North End, Portsmouth
Account No. 03871346

Account Name: Spinnaker College
IBAN: GB31LOYD30961103871346

BIC: LOYDGB21154

I have read and understood the terms and conditions of enrolment.

Signed:

Date:

The Applicant (Or Guardian, if under 18 years of age)

Please send or hand in this application form with your payment to the College and we look forward to your arrival.