

# Course and Fee List 2015

**Experience**   
**English**

# Hampstead School of English

## What's included in the price:

International classes  
Full induction and placement test  
Individual tutorials  
Independent learning plan  
All learning materials for use in classrooms are provided

Social activities  
Use of the school facilities including common room, library and canteen  
Wi-Fi for use in the school building  
Experience English certificate provided on completion of course

Tuition

Course	Hrs per week	Number of weeks															
		1	2	3	4	5	6	7	8	9	10	11	12	13-24	25-35	36+	
<b>General English</b>																	
General English 15	15	245	229	229	205	205	205	195	195	195	195	195	189	189	-	-	
General English 20	20	279	259	259	249	249	249	245	245	245	245	245	229	229	-	-	
General English 25	25	369	335	335	305	305	305	289	289	289	289	289	279	279	-	-	
<b>Combination Courses (General English plus electives from Academic English, Business English, IELTS, TOEIC, TOEFL)</b>																	
Combination 20 (GE15 plus 5 hours of elective - All electives offered)	20	279	259	259	249	249	249	245	245	245	245	245	229	229	-	-	
Combination 25 (GE15 plus 10 hours of elective - All electives offered)	25	369	335	335	305	305	305	289	289	289	289	289	279	279	-	-	
<b>Study Year (Long term General English and Combination courses)</b>																	
Study Year 15	15	-	-	-	-	-	-	-	-	-	-	-	-	-	179	169	
Study Year 20	20	-	-	-	-	-	-	-	-	-	-	-	-	-	209	199	
Study Year 25	25	-	-	-	-	-	-	-	-	-	-	-	-	-	275	265	
<b>Cambridge Examination Preparation for FCE, CPE and CAE</b>																	
Cambridge Examination Preparation 15	15	-	-	-	-	-	205	-	-	-	195	-	189	-	-	-	
Cambridge Examination Preparation 20	20	-	-	-	-	-	249	-	-	-	245	-	229	-	-	-	
Cambridge Examination Preparation 25	25	-	-	-	-	-	305	-	-	-	289	-	279	-	-	-	
<b>University Preparation</b>																	
University Preparation 27 (General English or Combination 25 plus 2 hrs per week private tutorial)	27	-	-	-	-	-	-	-	-	-	-	-	335	335	325	315	
<b>Professional</b>																	
Mini group (up to a maximum of 4 per group)																	
Insurance English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Legal English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Financial English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Medical English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Diplomatic English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Engineering English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Oil and Gas English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Pharmaceutical English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Business Communication in English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
Effective Presentations in English	15	-	545	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Professional Courses Private Tuition</b>																	
All courses above - Private tuition	15	-	825	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Special Interest</b>																	
Language in London	15	585	505	-	-	-	-	-	-	-	-	-	-	-	-	-	
Teacher Immersion	15	-	329	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Private Tuition</b>																	
		Price per hour per week															
Private tuition 1-4 hours per week	1-4	65															
Private tuition 5-9 hours per week	5-9	60															
Private tuition 10+ hours per week	10+	55															

## Accommodation

Accommodation	Room type	Bathroom	Kitchen	Board basis	Price per week
Homestay					
Homestay	Single	Shared	No kitchen	B&B	154
Homestay	Single	Shared	No kitchen	HB	182
Homestay	Single	Private	No kitchen	B&B	210
Homestay	Single	Private	No kitchen	HB	238
Student Residence					
Hampstead Studios	Single	Private	Shared	SC	301
Hampstead Studios	Single	Private	Private	SC	308

## Transfers

	One way	Return
Airports - Private Taxi Transfer		
London Heathrow	75	130
London Gatwick	95	185
London Stansted	95	185
London Luton	95	185
London City	95	185
Stations - Private Taxi Transfer		
London Stations	60	120

## Supplements and Exam Fees

	Price	Notes
Tuition supplements		
Registration fee	50	Price is per booking and applies to all bookings
Change fee	50	Price is per change and applies to all major changes
High season	20	Price is per week and is applicable from 22 June 2015 to 4 September 2015
Insurance		
Insurance	10	Price is per week. Please ask for more details at time of booking. Insurance is provided by Endsleigh
Accommodation Supplements		
Accommodation administration fee	50	Price is per booking and applies to all accommodation bookings
Accommodation change fee	50	Price is per change and applies to all major changes
High season	20	Price is per week and is applicable from 21 June 2015 to 5 September 2015
Special diet	25	Price is per week
Christmas stay	60	Price is per week
Homestay within 30 minutes	28	Price is per week
Homestay holiday retainer	77	Price is per week
Examination Fees		
FCE, CAE, CPE	135	
TKT	45	Price per module
Trinity GESE	TBC	Ask for details when booking

## Notes

Maximum class size except for Professional courses is 15. Minimum age is 16 for all courses apart from Professional courses where the minimum age is 18. Individual learning plan offered to each student including regular tutorials.

### Cambridge Courses

Cambridge courses are taught as a mixture of exam preparation classes and General English. Cambridge reserve the right to amend or cancel examination dates.

### Accommodation

There is a £200 deposit for the Hampstead Studios payable locally - £45 is retained for cleaning.

### Private Tuition

Maximum hours per week that can be taught is 25.

# Manchester Academy of English

## What's included in the price:

International classes  
Full induction and placement test  
Individual tutorials  
Independent learning plan  
All learning materials for use in classrooms are provided

Social activities  
Use of the school facilities including common room and multimedia room  
Wi-Fi for use in the school building  
Experience English certificate provided on completion of course  
Experience English end of course report provided on completion of course

## Tuition

Course	Hrs per week	Number of weeks															
		1	2	3	4	5	6	7	8	9	10	11	12	13-24	25-35	36+	
<b>General English</b>																	
General English 15	15	205	199	199	195	195	195	179	179	179	179	179	175	175	-	-	
General English 20	20	255	249	249	245	245	245	239	239	239	239	239	225	225	-	-	
General English 25	25	295	289	289	285	285	285	279	279	279	279	279	269	269	-	-	
<b>Combination Courses (General English plus electives from Business English, IELTS, TOEIC, TOEFL)</b>																	
Combination 20 (GE15 plus 5 hours of elective - Business English, IELTS, TOEFL and TOEIC)	20	255	249	249	245	245	245	239	239	239	239	239	225	225	-	-	
Combination 25 (GE15 plus 10 hours of elective - Business English and IELTS only)	25	295	289	289	285	285	285	279	279	279	279	279	269	269	-	-	
<b>Study Year (Long term General English and Combination courses)</b>																	
Study Year 15	15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	169	159
Study Year 20	20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	205	195
Study Year 25	25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	265	255
<b>Cambridge Examination Preparation for FCE, CPE and CAE</b>																	
Cambridge Examination Preparation 15	15	-	-	-	-	-	195	-	-	-	179	-	175	-	-	-	
Cambridge Examination Preparation 20	20	-	-	-	-	-	245	-	-	-	239	-	225	-	-	-	
Cambridge Examination Preparation 25	25	-	-	-	-	-	285	-	-	-	279	-	269	-	-	-	
<b>University Preparation</b>																	
University Preparation 27 (General English or Combination 25 plus 2 hrs per week private tutorial)	27	-	-	-	-	-	-	-	-	-	-	-	315	315	305	295	
<b>Special Interest</b>																	
Teacher Immersion	15	-	289	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Private Tuition</b>																	
		Price per hour per week															
Private tuition 1-4 hours per week	1-4	55															
Private tuition 5-9 hours per week	5-9	50															
Private tuition 10+ hours per week	10+	45															

## Accommodation

Accommodation	Room type	Bathroom	Kitchen	Board basis	Price per week
<b>Homestay</b>					
Homestay	Twin share	Shared	No kitchen	HB	126
Homestay	Single	Shared	No kitchen	HB	133
Homestay	Twin share	Shared	No kitchen	FB	154
Homestay	Single	Shared	No kitchen	FB	161
<b>Student Residence</b>					
Liberty Point Apartments	Single	Private	Shared	SC	133
<b>Student House</b>					
MARSA	Double share	Shared	Shared	SC	91
MARSA	Twin share	Private	Private	SC	98
MARSA	Double (sole use)	Shared	Shared	SC	119
MARSA	Double share	Private	Private	SC	140
MARSA	Twin (sole use)	Private	Private	SC	168

## Transfers

	One way	Return
<b>Airports – Private Taxi Transfer</b>		
Manchester	55	110
Liverpool	85	170
Leeds Bradford	110	220
London Heathrow	430	860
London Stansted	430	860
London Luton	430	860
London City	430	860
London Gatwick	490	980
<b>Stations - Private Taxi Transfer</b>		
Manchester Picadilly	55	110
London Stations	430	860

## Supplements and Exam Fees

	Price	Notes
<b>Tuition Supplements</b>		
Registration fee	50	Price is per booking and applies to all bookings
Change fee	50	Price is per change and applies to all major changes
High season	20	Price is per week and is applicable from 22 June 2015 to 4 September 2015
<b>Insurance</b>		
Insurance	10	Price is per week. Please ask for more details at time of booking. Insurance is provided by Endsleigh
<b>Accommodation Supplements</b>		
Accommodation administration fee	50	Price is per booking and applies to all accommodation bookings
Accommodation change fee	50	Price is per change and applies to all major changes
High season	20	Price is per week and is applicable from 21 June 2015 to 5 September 2015
Special diet	25	Price is per week
Christmas stay	60	Price is per week
Homestay Weekend full board	10	Price is per week
Homestay holiday retainer	77	Price is per week
<b>Examination Fees</b>		
FCE, CAE, CPE	135	
TKT	45	Price per module
Trinity GESE	TBC	Ask for details when booking

Maximum class size is 12. Minimum age is 16 for all courses. Individual learning plan offered to each student including regular tutorials.

### Cambridge Courses

Cambridge courses are taught as a mixture of exam preparation classes and General English. 6, 9 and 10 week course students may join the 12 week course group. Cambridge reserve the right to amend or cancel examination dates.

### Private Tuition

Maximum hours per week that can be taught is 25.

## Notes

# English Language Centre York

## What's included in the price:

International classes  
Full induction and placement test  
Individual tutorials  
Independent learning plan  
All learning materials for use in classrooms are provided

Social activities  
Use of the school facilities including common room and multimedia room  
Wi-Fi for use in the school building  
Experience English certificate provided on completion of course  
Experience English end of course report provided on completion of course

## Tuition

Course	Hrs per week	Number of weeks															
		1	2	3	4	5	6	7	8	9	10	11	12	13-24	25-35	36+	
<b>General English</b>																	
General English 15	15	195	189	189	185	185	185	175	175	175	175	175	169	169	-	-	
General English 20	20	235	229	229	219	219	219	215	215	215	215	215	209	209	-	-	
General English 25	25	275	269	269	265	265	265	259	259	259	259	259	255	255	-	-	
<b>Academic English</b>																	
Academic English 15	15	195	189	189	185	185	185	175	175	175	175	175	169	169			
<b>Combination Courses (General English plus electives from Business English and IELTS)</b>																	
Combination 20 (GE15 plus 5 hours of elective - Business English or IELTS)	20	235	229	229	219	219	219	215	215	215	215	215	209	209	-	-	
Combination 25 (GE15 plus 10 hours of elective Business English or IELTS)	25	275	269	269	265	265	265	259	259	259	259	259	255	255	-	-	
<b>Study Year (Long term General English and Combination Courses)</b>																	
Study Year 15	15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	165	155
Study Year 20	20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	195	185
Study Year 25	25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	249	239
<b>Cambridge Examination Preparation for FCE and CAE</b>																	
Cambridge Examination Preparation 15	15	-	-	-	-	-	-	185	-	-	-	175	-	169	-	-	-
<b>University Preparation</b>																	
University Preparation 27 (General English or Combination 25 plus 2 hrs per week private tutorial)	27	-	-	-	-	-	-	-	-	-	-	-	-	295	295	285	275
<b>Special Interest</b>																	
English for 50+	15	295	265	-	-	-	-	-	-	-	-	-	-	-	-	-	-
English with Historic Homes & Gardens	15	355	335	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Teacher Immersion	15	-	279	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Private Tuition</b>																	
Price per hour per week																	
Private tuition 1-4 hours per week	1-4	50															
Private tuition 5-9 hours per week	5-9	45															
Private tuition 10+ hours per week	10+	40															

## Accommodation

Accommodation	Room type	Bathroom	Kitchen	Board basis	Price per week
<b>Homestay</b>					
Homestay	Single	Shared	No kitchen	HB	140
Homestay	Single	Shared	No kitchen	FB	168
Homestay	Single	Private	No kitchen	HB	203
Homestay	Single	Private	No kitchen	FB	231
<b>Student Residence</b>					
The Boulevard Apartments	Single	Private	Shared	SC	168

## Transfers

	One way	Return
<b>Airports – Private Taxi Transfer</b>		
Leeds Bradford	60	120
Manchester	120	240
Liverpool	140	280
London Heathrow	345	690
London Stansted	345	690
London Luton	345	690
London City	345	690
London Gatwick	395	790
<b>Stations - Private Taxi Transfer</b>		
Manchester Piccadilly	135	270
London Stations	345	690

## Supplements and Exam Fees

	Price	Notes
<b>Tuition Supplements</b>		
Registration fee	50	Price is per booking and applies to all bookings
Change fee	50	Price is per change and applies to all major changes
High season	20	Price is per week and is applicable from 22 June 2015 to 4 September 2015
<b>Insurance</b>		
Insurance	10	Price is per week. Please ask for more details at time of booking. Insurance is provided by Endsleigh
<b>Accommodation Supplements</b>		
Accommodation administration fee	50	Price is per booking and applies to all accommodation bookings
Accommodation change fee	50	Price is per change and applies to all major changes
High season	20	Price is per week and is applicable from 21 June 2015 to 5 September 2015
Special diet	25	Price is per week
Christmas stay	60	Price is per week
Homestay holiday retainer	77	Price is per week
<b>Examination Fees</b>		
FCE, CAE	135	
Trinity GESE	TBC	Ask for details when booking

## Notes

Maximum class size is 12. Minimum age is 16 for all courses apart from the 50+ course where the minimum age is 50. Individual learning plan offered to each student including regular tutorials

### Cambridge Courses

Cambridge courses are taught as a mixture of exam preparation classes and General English. 6, 9 and 10 week course students may join the 12 week course group. Cambridge reserve the right to amend or cancel examination dates.

### Private Tuition

Maximum hours per week that can be taught is 25.

# Edinburgh Language Centre

## What's included in the price:

International classes  
Full induction and placement test  
Individual tutorials  
Independent learning plan  
All learning materials for use in classrooms are provided

Social activities  
Use of the school facilities including common room and multimedia room  
Wi-Fi for use in the school building  
Experience English certificate provided on completion of course  
Experience English end of course report provided on completion of course

Tuition

Course	Hrs per week	Number of weeks															
		1	2	3	4	5	6	7	8	9	10	11	12	13-24	25-35	36+	
<b>General English</b>																	
General English 15	15	215	210	210	199	199	199	189	189	189	189	189	185	185	-	-	
General English 20	20	245	239	239	225	225	225	219	219	219	219	219	215	215	-	-	
General English 25	25	315	310	310	299	299	299	285	285	285	285	285	275	275	-	-	
<b>Combination Courses (General English plus electives from Business English and IELTS)</b>																	
Combination 20 (GE15 plus 5 hours of elective - Business English or IELTS)	20	245	239	239	225	225	225	219	219	219	219	219	215	215	-	-	
Combination 25 (GE15 plus 10 hours of elective Business English or IELTS)	25	315	310	310	299	299	299	285	285	285	285	285	275	275	-	-	
<b>Study Year (Long term General English and Combination Courses)</b>																	
Study Year 15	15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	175	165
Study Year 20	20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	199	189
Study Year 25	25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	269	259
<b>Cambridge Examination Preparation for FCE and CAE</b>																	
Cambridge Examination Preparation 15	15	-	-	-	-	-	199	-	-	-	189	-	185	-	-	-	
Cambridge Examination Preparation 20	20	-	-	-	-	-	225	-	-	-	219	-	215	-	-	-	
Cambridge Examination Preparation 25	25	-	-	-	-	-	299	-	-	-	285	-	275	-	-	-	
<b>University Preparation</b>																	
University Preparation 27 (General English or Combination 25 plus 2 hrs per week private tutorial)	27	-	-	-	-	-	-	-	-	-	-	-	-	325	325	315	305
<b>Executive</b>																	
Executive English mini group - 15 (Maximum of 4 per group)	15	559	559	559	535	535	535	-	-	-	-	-	-	-	-	-	
Executive English Combined - 20 (15 hours mini group plus 5 hours private tuition)	20	825	825	825	775	775	775	-	-	-	-	-	-	-	-	-	
Executive English Combined - 25 (15 hours mini group plus 10 hours private tuition)	25	1,015	1,015	1,015	965	965	965	-	-	-	-	-	-	-	-	-	
Executive English Combined - 30 (15 hours mini group plus 15 hours private tuition)	30	1,200	1,200	1,200	1,150	1,150	1,150	-	-	-	-	-	-	-	-	-	
Executive English Private - 15 hours	15	850	850	850	800	800	800	-	-	-	-	-	-	-	-	-	
Executive English Private - 20 hours	20	1,100	1,100	1,100	1,050	1,050	1,050	-	-	-	-	-	-	-	-	-	
Executive English Private - 25 hours	25	1,350	1,350	1,350	1,300	1,300	1,300	-	-	-	-	-	-	-	-	-	
Executive English Private - 30 hours	30	1,600	1,600	1,600	1,550	1,550	1,550	-	-	-	-	-	-	-	-	-	
<b>Special Interest</b>																	
English for 50+	15	305	275	-	-	-	-	-	-	-	-	-	-	-	-	-	
English at the Edinburgh Festivals	20	355	325	315	-	-	-	-	-	-	-	-	-	-	-	-	
Teacher Immersion	15	-	305	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Private Tuition</b>																	
		Price per hour per week															
Private tuition 1-4 hours per week	1-4	60															
Private tuition 5-9 hours per week	5-9	55															
Private tuition 10+ hours per week	10+	50															



## Accommodation

Accommodation	Room type	Bathroom	Kitchen	Board basis	Price per week
Homestay					
Homestay	Twin Share	Shared	No kitchen	B&B	126
Homestay	Single	Shared	No kitchen	B&B	154
Homestay	Twin Share	Shared	No kitchen	HB	154
Homestay	Single	Shared	No kitchen	HB	182
Homestay	Single	Private	No kitchen	B&B	196
Homestay	Single	Private	No kitchen	HB	224
Student Residence					
MacDonald Road Apartments	Single	Private	Shared	SC	238

## Transfers

	One way	Return
Airports – Private Taxi Transfer		
Edinburgh	45	90
Glasgow International	125	250
Glasgow Prestwick	190	380

## Supplements and Exam Fees

	Price	Notes
Tuition Supplements		
Registration fee	50	Price is per booking and applies to all bookings
Change fee	50	Price is per change and applies to all major changes
High season	20	Price is per week and is applicable from 22 June 2015 to 4 September 2015
Insurance		
Insurance	10	Price is per week. Please ask for more details at time of booking. Insurance is provided by Endsleigh
Accommodation Supplements		
Accommodation administration fee	50	Price is per booking and applies to all accommodation bookings
Accommodation change fee	50	Price is per change and applies to all major changes
High season	20	Price is per week and is applicable from 21 June 2015 to 5 September 2015
Special diet	25	Price is per week
Christmas stay	60	Price is per week
Homestay holiday retainer	77	Price is per week
Examination Fees		
FCE, CAE	135	
Trinity GESE	TBC	Ask for details when booking

## Notes

Maximum class size for all classes except Executive courses is 12. Minimum age is 16 for all courses apart from the 50+ course where the minimum age is 50 and Executive courses where the minimum age is 25.  
Individual learning plan offered to each student including regular tutorials.

### Cambridge Courses

Cambridge courses are taught as a mixture of exam preparation classes and General English.  
6, 9 and 10 week course students may join the 12 week course group.  
Cambridge reserve the right to amend or cancel examination dates.

### Executive Courses

Clients have access to the dedicated Executive lounge. Complimentary refreshments available to all Executive clients. Minimum age for Executive courses is 25.

### Private Tuition

Maximum hours per week that can be taught is 25 apart from Executive courses where the maximum is 30 hours.

# Start Dates for Year Round Schools

Course	School	January	February	March	April	May	June	July	August	September	October	November	December
General English	All schools	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday
Combination courses (incl. electives)	All schools	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday
Academic English	English Language Centre York	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday
Study Year programmes	All schools	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday
University Preparation	All schools	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday
Cambridge English: First (FCE)	Hampstead School of English	5-Jan (10 wks)	2-Feb (6 wks)	16-Mar (12 wks)* 30-Mar (10 wks)*	27-Apr (6wks)*					21-Sep (12 wks)	5-Oct (10 wks)	2-Nov (6 wks)	
	Manchester Academy of English	5-Jan (9 wks) 26-Jan (6wks)		16-Mar (12 wks)* 30-Mar (10 wks)*	27-Apr (6wks)*					7-Sep (12 wks) 21-Sep (10 wks)	19-Oct (6 wks)		
	English Language Centre York			16-Mar (12 wks)* 30-Mar (10 wks)*	27-Apr (6wks)*			13-Jul (6 wks)					
	Edinburgh Language Centre	5-Jan (10 wks)	2-Feb (6 wks)	16-Mar (12 wks)* 30-Mar (10 wks)*	27-Apr (6wks)*		1- Jun (12 wks) 15-Jun (10 wks)	13-Jul (6 wks)		21-Sep (12 wks)	5-Oct (10 wks)	2-Nov (6 wks)	
Cambridge English: Advanced (CAE)	Hampstead School of English	5-Jan (10 wks)	2-Feb (6 wks)	16-Mar (12 wks)* 30-Mar (10 wks)*	27-Apr (6 wks)*					21-Sep (12 wks)	5-Oct (10 wks)	2-Nov (6 wks)	
	Manchester Academy of English	5-Jan (10 wks)	2-Feb (6 wks)	16-Mar (12 wks)* 30-Mar (10 wks)*	27-Apr (6 wks)*					7-Sep (12 wks) 21-Sep (10 wks)	19-Oct (6wks)		
	English Language Centre York			16-Mar (12 wks)* 30-Mar (10 wks)*	27-Apr (6wks)*	4-May (10 wks)	1-Jun (6wks)						
	Edinburgh Language Centre	5-Jan (10 wks)	2-Feb (6 wks)	16-Mar (12 wks)* 30-Mar (10 wks)*	20-Apr (12 wks) 27-Apr (6wks)*	4-May (10 wks)	1-Jun (6wks) 01-Jun (12 wks) 15-Jun (10wks)	13-Jul (6 wks)		21-Sep (12 wks)	5-Oct (10 wks)	2-Nov (6 wks)	
Cambridge English: Proficiency (CPE)	Hampstead School of English	5-Jan (9 wks) 26-Jan (6wks)		30-Mar (10 wks)*	27-Apr (6wks)*					21-Sep (10 wks)*	19-Oct (6 wks)*		
	Manchester Academy of English	5-Jan (9 wks) 26-Jan (6wks)		16-Mar (12 wks) 30-Mar (10 wks)*	27-Apr (6wks)*					7-Sep (12 wks)* 21-Sep (10 wks)*	19-Oct (6 wks)*		
Private tuition	All schools	Any Day	Any Day	Any Day	Any Day	Any Day	Any Day	Any Day	Any Day	Any Day	Any Day	Any Day	Any Day
Executive English mini groups	Edinburgh Language Centre	12-Jan	16-Feb	16-Mar	6-Apr	4-May	15-Jun	20-Jul	3-Aug 17-Aug	14-Sep	19-Oct	16-Nov	
Executive English combined courses	Edinburgh Language Centre	12-Jan	16-Feb	16-Mar	6-Apr	4-May	15-Jun	20-Jul	3-Aug 17-Aug	14-Sep	19-Oct	16-Nov	
Executive English private courses	Edinburgh Language Centre	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday
Insurance English	Hampstead School of English		2-Feb				1-Jun						
Legal English	Hampstead School of English			2-Mar						7-Sep			
Financial English	Hampstead School of English						1-Jun				6-Oct		
Medical English	Hampstead School of English		2-Feb									3-Nov	
Diplomatic English	Hampstead School of English			2-Mar						7-Sep			
Engineering English	Hampstead School of English						1-Jun				6-Oct		
Oil & Gas English	Hampstead School of English		2-Feb									3-Nov	
Pharmaceutical English	Hampstead School of English			2-Mar						7-Sep			
Business Communication in English	Hampstead School of English						1-Jun				6-Oct		
Effective presentations in English	Hampstead School of English		2-Feb									3-Nov	
Private course (all programmes)	Hampstead School of English	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday	Every Monday
English for 50+	English Language Centre York									7-Sep 14-Sep			
	Edinburgh Language Centre					4-May	1-Jun	6-Jul	3-Aug	7-Sep			
English at the Edinburgh Festivals	Edinburgh Language Centre								3-Aug 10-Aug 17-Aug				
English with Historic Homes and Gardens	English Language Centre York						1-Jun 8-Jun			7-Sep 14-Sep			
Language in London	Hampstead School of English						29-Jun	Every Monday	3-Aug 10-Aug				
Teacher Immersion	Hampstead School of English	5-Jan		2-Mar			15-Jun						
	Manchester Academy of English						15-Jun			1-Sep			
	English Language Centre York	12-Jan	16-Feb										
	Edinburgh Language Centre							6-Jul 27-Jul					

\* For all marked courses the start dates are set to cover the exam dates meaning that some students will be taking exams the week after the end of the course. We recommend that you book an extra week's accommodation for all these courses

# Experience English Young Learner Prices

Centre	Accommodation type	Arrival day	Summer course start dates	Price (per week)
<b>London</b>				
King's College, London Bridge	Residential ensuite	Sunday	28 Jun, 5 Jul, 12 Jul, 19 Jul, 26 Jul, 2 Aug and 9 Aug	915
Reed's School, Cobham	Residential standard	Sunday	12 Jul, 19 Jul, 26 Jul, 2 Aug and 9 Aug	719
Hampstead School of English	Homestay	Sunday	28 Jun, 5 Jul, 12 Jul, 19 Jul, 26 Jul, 2 Aug, 9 Aug, 16 Aug and 23 Aug	735
<b>Manchester</b>				
Manchester Academy of English	Residential ensuite	Sunday	28 Jun, 5 Jul, 12 Jul, 19 Jul, 26 Jul, 2 Aug, 9 Aug, 16 Aug and 23 Aug	915
Manchester Academy of English	Homestay	Sunday	28 Jun, 5 Jul, 12 Jul, 19 Jul, 26 Jul, 2 Aug, 9 Aug, 16 Aug and 23 Aug	655
<b>York</b>				
English Language Centre York	Homestay	Sunday	28 Jun, 5 Jul, 12 Jul, 19 Jul, 26 Jul, 2 Aug, 9 Aug, 16 Aug and 23 Aug	655
<b>Edinburgh</b>				
Edinburgh Language Centre	Homestay	Sunday	28 Jun, 5 Jul, 12 Jul, 19 Jul, 26 Jul, 2 Aug, 9 Aug, 16 Aug and 23 Aug	655
Edinburgh College (Telford Campus)	Residential ensuite	Sunday	28 Jun, 5 Jul, 12 Jul, 19 Jul, 26 Jul, 2 Aug and 9 Aug	789
Edinburgh College (Telford Campus)	Homestay	Sunday	28 Jun, 5 Jul, 12 Jul, 19 Jul, 26 Jul, 2 Aug and 9 Aug	655

All prices are for Young Learners Experience and Young Learners Culture courses. Supplements apply as follows;

## Experience English Young Learner Course Supplements

Course	Centre	Price (per week)
Young Learners Intensive	King's College, London Bridge	40
Young Learners Intensive	English Language Centre York	40
Young Learners Sport - Tennis	Reed's School, Cobham	175
Young Learners Sport - Horse Riding	Reed's School, Cobham	250

All prices are per student per week. For groups prices include 1 free place for group leaders for every 15 students. Additional groups leaders pay the 'Additional Group Leader Price' detailed below. Homestay programmes include all local travel passes and pick up or taxi home after all planned evening activities

## Additional Fees

Fee	Detail	Restrictions	Price
Travel Insurance*	Comprehensive insurance for all	Price is per student per week	15
Registration Fee - Individuals		Price is per student per stay	50
Registration Fee - Groups		Price is per student per stay	5
Additional Group Leader Price - Residential Programmes	Covers accommodation and activities	Price is per person per night	60-85
Additional Group Leader Price - Homestay Programmes	Covers accommodation and activities	Price is per person per night	60
Damage Deposit (Payable at centre)	Refundable deposit	Price is per student per stay and is refundable	40

\*\*Travel Insurance is provided by Endsleigh. We require all students and group leaders to have adequate travel insurance and may require documentary proof that adequate cover is in place before travel.

# Experience English Young Learner Transfer Prices

Centre/School	Airport or station	Private taxis		Number of passengers - Groups (including free group leader place 1:15)						
		1	2	9	10	11-12	13-15	16-20	21-29	30-46
<b>London</b>										
King's College, London Bridge	London Heathrow	172	88	60	54	49	42	33	27	19
King's College, London Bridge	London Gatwick	216	105	71	63	58	49	40	32	23
Reed's School, Cobham	London Heathrow	160	77	60	54	49	42	33	27	19
Reed's School, Cobham	London Gatwick	230	125	71	63	58	49	40	32	23
Hampstead School of English	London Heathrow	175	90	58	52	47	40	32	26	18
Hampstead School of English	London Gatwick	330	165	68	61	56	47	38	31	22
Hampstead School of English	London rail stations	140	75	60	50	45	40	35	25	20
<b>Manchester</b>										
Manchester Academy of English	Manchester Airport	140	95	60	54	49	42	33	27	19
Manchester Academy of English	Liverpool Airport	210	160	71	63	58	49	40	32	23
Manchester Academy of English	Leeds Bradford Airport	210	160	78	70	63	54	44	33	25
Manchester Academy of English	London Heathrow	680	370	160	153	140	118	96	74	60
<b>York</b>										
English Language Centre York	Leeds Bradford Airport	150	80	55	55	50	50	45	45	33
English Language Centre York	Manchester Airport	280	145	95	85	80	65	50	38	30
English Language Centre York	Liverpool Airport	320	170	106	95	87	73	60	45	35
English Language Centre York	London Heathrow	640	320	155	150	140	135	115	85	70
<b>Edinburgh</b>										
Edinburgh Language Centre	Edinburgh Airport	99	60	57	51	47	40	32	25	18
Edinburgh Language Centre	Glasgow Airport	276	139	78	70	63	54	44	33	25
Edinburgh Language Centre	Glasgow Prestwick Airport	385	190	92	83	76	64	52	40	28
Edinburgh College (Telford Campus)	Edinburgh Airport	99	60	57	51	47	40	32	25	18
Edinburgh College (Telford Campus)	Glasgow Airport	276	139	78	70	63	54	44	33	25
Edinburgh College (Telford Campus)	Glasgow Prestwick Airport	385	190	92	83	76	64	52	40	28

## Transfer pricing notes

Prices are per student.

Prices are based on a return journey by coach, taxi or minibus to and from the centre, school or homestay.

For groups of more than 46 passengers please contact us for more details.

For transfers of groups of more than 9 passengers the price includes 1 free group leader per 15 students.

For arrivals earlier than 09:00 or later than 19:00 an additional 'Out of Hours' fee is chargeable.

For departures before 11:00 and after 19:00 an additional 'Out of Hours' fee is chargeable.

In some cases students may be grouped together on larger vehicles with other students.

All prices include a 'Meet and Greet' service.

# Essential Information

## Our courses and services

- Our adult courses are for students aged 16+ (Some restrictions apply to specific courses). Our Young Learner courses are for students aged 9-17 (Some age restrictions apply)
- Courses without specific start dates can start any Monday unless the Monday is a bank holiday - (bank holidays do not apply to Edinburgh which remains open on all bank holidays except Christmas and New Year)
- All our lessons are 60 minutes long and prices are per week unless stated otherwise.
- **Weekly progress testing:** a classroom test used only at adult schools for adult students to assess how much you have learnt and establish areas you may need to work on.
- **Independent learning plans:** a tailor-made plan to help you make the most of your time outside the classroom and use our facilities effectively (this is available upon request and only to students on adult courses).
- **Individual tutorials every 2 weeks:** a one-to-one meeting with your teacher to discuss your development, review your goals or focus on a specific area of study. This is available upon request and only to students on adult courses
- **Online resources:** a wide range of learning materials and resources that you can use from the moment you book to up to six months after you complete your course with us.
- **Extra sessions and contact time:** We organise a busy programme of clubs and social activities across our adult schools for you to enjoy. Costs vary from free-of-charge to £10/£20 for different activities and £40/£50 for weekend excursions if you wish to participate.

Programmes for Young Learner centres are detailed and restricted. Usually they are included in the price you pay and attendance of trips and excursions is compulsory.

- The figures shown in our prices refer to the hours of classroom tuition provided per week. E.g. In the case of IELTS 15, the number of tuition hours is 15 hours.
- 90% attendance is required on all adult courses at all schools and a certificate will only be issued if this is fulfilled. Please check our website for attendance on our CELTA and DELTA courses.
- For some courses, such as our examination preparation and executive courses, a minimum level is required; please check our website for more details.
- All of our courses can be taken for a minimum of one week, except courses which have fixed dates such as our Cambridge ESOL, English Plus, English for Professionals and CELTA/DELTA courses.
- One-to-one tuition can be arranged throughout the week – please inform us of your schedule before you book.
- Please contact us for start dates of CELTA and DELTA
- All our schools operate year-round but we will be closed on British public holidays (except Edinburgh; please check our website for more information).
- Before you book a course, please refer to our terms and conditions, which are detailed on our website.

## Tailor-made options

If you cannot see the course you want listed or if you have specific requirements, please don't hesitate to contact us.

## Group travel

We are happy to welcome adult or young-learner groups throughout the year. If you are interested in bringing a group, please contact us with details and we will be happy to provide a programme and a quote.

## Our prices

- All prices are in £ sterling
- Prices are per student, per week unless specified.
- These prices are subject to availability and subject to change. Please call us or go online for the latest price and availability information.

## What's included in the price of our adult courses?

- A welcome pack and induction
- Weekly progress testing
- Independent learning plans
- Individual tutorials every 2 weeks
- Free access to our school libraries, multi-media centres and common room facilities, as well as Wi-Fi throughout
- All course books for use in class (books are available to purchase)
- Experience English certificate at the end of your course

## What's included in the price of our young learner courses?

- A welcome pack and induction
- Full board accommodation (unless stated or booking a Tuition only or Tuition and Activity only package)
- Free access to all centre facilities (unless stated)
- All course books for use in class (books are available to purchase).
- Experience English certificate at the end of your course
- Comprehensive Activity programme
- One full day excursion per week of study
- One half day excursion or paid entrance local visit per week of study
- Trinity GESE spoken examination

## What's not included in the price of our adult courses?

The following items will not be covered by your course fees:

- Course books that can be taken away. These can be purchased from reception on arrival
- International bank transfer and debit and credit card charges
- Registration fee, accommodation fees and high-season supplements
- Accommodation and transfers – please see page 6
- Official exam fees - we are happy to help you arrange these
- Excursions (except on Language in London excursion course in London)
- Online resources including e-reception
- Social activities – these are available each week. Some are free of charge and others can cost. You can expect to pay between £20 and £60 per week typically if you wish to participate in a range of activities
- Tuition supplements/fees

## What's not included in the price of our young learner courses?

The following items will not be covered by your course fees:

- Course books that can be taken away. These can be purchased from reception on arrival
- International bank transfer and debit and credit card charges
- Registration fee, accommodation fees and high-season supplements
- Transfers
- Official exam fees if you require an examination other than the Trinity GESE spoken exam
- Extra and optional excursions not included and indicated on the programme
- Online resources including e-reception

## General notes

### Arrivals/departures

Students should arrive at their accommodation on Sunday, where the course begins on the Monday, unless otherwise advised. Accommodation for adult students is booked from Sunday to the Saturday after the programme has ended. In some cases, it is possible to arrive/depart on other days, but this is subject to availability and a nightly rate will be charged.

Accommodation for young learners is booked as per your requested dates of stay.

In some cases, it is possible to arrive/depart on other days, but this is subject to availability and a nightly rate will be charged.

### Enrolment

You will be required to complete a detailed enrolment form if you wish to study on one of our programmes, and you should provide details of an emergency contact as well as other detailed information about yourself.

### Travel and medical insurance

You are required to have appropriate travel and medical insurance in place for the duration of your stay. Experience English, therefore, provided a comprehensive insurance policy for purchase at a supplement. If you do not wish to include this then evidence of your own policy will be required prior to starting one of our programmes.

NB for visitors to the UK, holding an E-111 certificate is not considered adequate cover alone.

# Terms and Conditions

## CONDITIONS

Please read these booking conditions carefully, they form an important part of the contract for your booking.

## YOUR CONTRACT

Your contract is with ELC English Limited (trading as Experience English), a company incorporated and registered in England and Wales, with its registered office at TUI Travel House, Crawley Business Quarter, Fleming Way, Crawley, West Sussex RH10 9QL.

When you make a booking, you guarantee that you are 18 years or over and have the authority to accept and do accept on behalf of your party the terms of these booking conditions. If you are under 18 years, a parent or guardian must make the booking on your behalf and accept these booking conditions. On receipt of the completed application form and full fees, we will issue confirmation of the booking including a confirmation invoice, acceptance letter and, if required, a visa support letter will then be issued. A contract will exist as soon as we issue our confirmation invoice. This contract is made on the terms of these booking conditions. If you made your booking in any jurisdiction other than Scotland this contract, and any other claim or dispute arising from or related to this contract, will be governed by English law and the courts of England and Wales shall have exclusive jurisdiction over any claim arising out of it. If you made your booking in Scotland (including booking via the internet and through our reservation team based in Edinburgh), this contract, and any other claim or dispute arising from or related to this contract, will be governed by Scottish law and the courts of Scotland shall have exclusive jurisdiction over any claim arising out of it.

## MAKING A BOOKING AND PAYMENT

All students must book in advance of their course start date. Full booking fees are due and must be paid at the time of booking. If you require the services of a courier to deliver your documentation, the cost incurred will be paid by you. All payments are to be made in Pounds Sterling. In some cases these rules do not apply to wholesale partners whose payment terms are outlined in the wholesale agreement made between the two parties.

You can pay by cash, bank transfer, cheque or credit card. For credit card payments, we add a 3% surcharge on the total amount to cover card charges. There may be a charge for direct debit card payments, please ask at time of payment. Please do not send cash in the post. Bank details for bank transfers and details for whom to make cheques payable should be requested at time of booking. We reserve the right to cancel a booking without refund or compensation if payments are not made when due.

## THE PRICE YOU PAY

All prices we advertise are accurate at the date published, but we reserve the right to change any of those prices from time to time. You will be advised of the current price of the course, or the course and accommodation that you wish to book before your contract is confirmed.

## IF YOU MAKE A CHANGE TO YOUR COURSE

If you wish to make a change to the date of your course, the person who made the booking must put such request in writing to us at least 28 days before the course start date or the arrival date whichever is earlier. If such notice is not given an amendment fee of £50 will be charged. If you change the date of your course more than once, an amendment fee will be charged for the second and any subsequent changes, irrespective of notice given. Please note that we cannot guarantee that we will be able to accommodate your request but we will endeavour to do so. Students with one-to-one lessons need to give 24 hours' notice if they wish to re-arrange a lesson. No refund or rearrangement will be given for such non-attended classes or when less than 24 hours' notice is given.

## IF YOU CANCEL YOUR COURSE

If you wish to cancel a course for any reason, the person who made the booking must put such request to cancel in writing to us. If you wish to cancel a course due to a visa refusal, we will refund any course fees which have been paid by you, less the registration fee and any other charges we may incur as a result of your cancellation, provided that: a) Notice of your visa refusal is sent to us a minimum of one week before your course commences; and b) Official written confirmation of the visa refusal from the Home Office or British Consulate/Embassy is sent to us before the course was due to commence.

If you wish to cancel a course for any reason other than visa refusal, course refunds for such cancellations depend on the amount of notice given and are as specified below:

- **More than 28 days before the course start date or the arrival date whichever is earlier:** refund of total course fees, less deposit, registration fee and any other charges we may incur as a result of your cancellation.
- **Between 28 – 15 days (inclusive) before the course start date or the arrival date whichever is earlier:** refund of 75% of total course fees, less registration fee or any other charges we may incur as a result of your cancellation.
- **Between 14-8 days (inclusive) before the course start date or the arrival date whichever is earlier:** refund of 50% of total course fees, less registration fee or any other charges we may incur as a result of your cancellation.
- **7 days or less before the course start date or the arrival date whichever is earlier:** no refund will be given if you choose to cancel the course once it has commenced. Please note in the event that you cancel your booking for any reason, amendment fees paid by you in respect of the booking, if any, are non-refundable.

## IF YOU CHANGE OR CANCEL YOUR ACCOMMODATION

No refund will apply for the cancellation of accommodation on or after arrival. If you cancel your accommodation, you are required to give 21 days' notice and will receive a refund of outstanding fees less the £50 Administration Charge after the notice period. You will receive refunds (if appropriate) only after your return to your home country. We will refund only to the person from whom the funds originated. For students booking through agents, the School will check with the agent before arranging refunds. Refunds can only be made after full payment from the agent has been received

by the School. Refunds are always made back to the bank account from which they were received.

## ACCOMMODATION

At our discretion, Students may be required to book single room accommodation instead of twin room accommodation. Students arriving between the hours of 21:00 – 09:00 may be asked to book alternative accommodation on their first night at their own cost to avoid a late or early arrival to their intended accommodation. ELC English Limited reserves the right to charge a supplement for any student or group arriving between the hours of 21:00 – 09:00.

## ARRIVAL / DEPARTURE DATES

Arrivals and departures should normally be on a Sunday (unless specified otherwise in Experience English marketing materials) ready for starting your course on a Monday. We reserve the right to arrange alternative (e.g. Hotel) accommodation for any nights out with the standard programme dates at the student's cost. There will be no compensation due for late arrivals and/or missed lessons, activities and excursions missed as a result of not arriving on a scheduled arrival date.

## ATTENDANCE, ABSENCES AND EARLY DEPARTURES

For students studying on an adult course you are required to attend at least 90% of your course. For students studying on Young Learner course full attendance is required. Absence from lessons is not compensated. If you are absent from school for 3 or more days we will contact you by telephone or email to see if we can be of any help or assistance. If we receive no response we will try and contact you again. Where relevant to a visa application, we are duty bound to notify the UK Home Office immediately in the event of persistent non-attendance or course termination.

## POLICIES ON HOLIDAYS

If you are studying on an adult course you are allowed to take 2 weeks holiday for every 12 weeks that you study: for a course of 12 weeks, you can take a maximum of 2 weeks holiday; for a course of 13 to 24 weeks, you can take a maximum of 4 weeks holiday; for a course of 25 to 36 weeks, you can take a maximum of 6 weeks holiday; for a course of 37 to 52 weeks, you can take a maximum of 8 weeks holiday. You must give at least 21 days' notice to the school in writing. Please note that the school has the right to refuse a request for holiday. Some Academic Year and Semester Courses have fixed dates of operation.

If you are studying on a Young Learner course then holidays from your course are not permitted

## TRANSFERS

Where a coach or private taxi transfer has been booked through the Company, flight details should be received no later than 14 days prior to arrival. The Company reserves the right to levy a charge of £20 per person should these details not be received within the 14 days. Please see the 'Course fee list' for the conditions of the transfer prices.

## ADMINISTRATION CHARGE

All changes outside the notice period in course dates or accommodation, including holidays, have a charge of £50, which must be paid before the change is processed.

## CERTIFICATES

All students are issued with a certificate on the last day of their course on request. The certificate confirms the level of study at the end of the course.

The Company shall levy a charge of £15 per set of certificates that it has to re-issue once the course has finished. Should this occur the certificates shall only be re-issued once full payment has been received.

## PUBLIC HOLIDAYS

There are no reductions or discounts in tuition fees for courses that include a public holiday.

## IF WE CHANGE OR CANCEL YOUR BOOKING

Whilst we aim to provide the course, and where applicable accommodation, as booked, we reserve the right to change or cancel your booking. Operation of all bookings are dependent on a minimum number of persons booking the course and we reserve the right to cancel or change your booking for reasons of consolidation due to minimum numbers not being attained on your course. Subject to 'Our Liability' section below:

- (a) if we make a minor change to your booking we will advise you as soon as reasonably possible;
- (b) if we make a major change to your booking we will advise you as soon as reasonably possible if there is time before your course start date or your arrival date whichever is earlier. You will have the choice of either (i) accepting the change of arrangements, (ii) accepting an offer of alternative arrangements of comparable standards from us if available (you will pay the difference if it was advertised as a higher price than your original booking, or receive a refund of the difference if it was advertised at a lower price than your original booking) or (iii) accepting a refund of the monies you have paid to us for your original booking. Subject to 'Our Liability' section below, if we cancel your booking, we may be able to offer you an alternative. If you accept it, you will pay the difference if it was advertised at a higher price than your original booking, or receive a refund of the difference if it was advertised at a lower price than your original booking, or we would refund the monies you have paid to us for your original booking. We will not be responsible to pay any compensation following a change or a cancellation by us and we will not be liable to reimburse you for any amendment or cancellation fees you incur in terms of other arrangements you have made with other providers under separate contracts.

## CONDUCT AND BEHAVIOUR

When you make a booking through us, you accept responsibility for the proper conduct of all parties included on your booking. We reserve the right to cancel at any time any student's course, or course and accommodation, with no refunds, in the event that, in the reasonable opinion of the Company or the school, the student's behaviour is disruptive or unsatisfactory (including without limitation causes or is likely to cause danger, upset or distress to anyone else or damage to property). Our decision is final. We shall be under no obligation whatsoever to pay compensation or meet any costs or expenses you may incur as a result of your course, or course and accommodation, being terminated. Please note that if your visa status in the UK changes or you are found to be in contempt of visa regulations, we reserve the right to terminate your course without refund of course or accommodation fees.

## IF THE STUDENT IS UNDER 18

If the student is under 18 then their parent or guardian is hereby deemed to accept these terms and conditions and further accepts that:

1. They will permit the student to travel by public transport;
2. They authorise their child to take part in all tourist, sporting and cultural activities associated with the course;
3. They permit the student to be treated by a doctor in an emergency. TUI Language will use all reasonable endeavours to make contact with the parent or guardian in this event;
4. They will pay any third party fees associated with the above treatments;
5. They will provide the school with a contact telephone number in case of emergencies.

## OUR RIGHT TO SUBCONTRACT

We shall take reasonable care and skill in providing our services to you in accordance with industry standards. We reserve the right to subcontract various elements of our services (for example accommodation) to reputable companies selected by us. We shall procure that our subcontractors also take reasonable care and skill in providing such subcontracted elements of our services to you in accordance with industry standards.

## OUR LIABILITY

We will not be liable:

(a) where any failure in the performance of the contract is due to:

i. you; or  
ii. 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, expenses or any other sums will be paid by us in these circumstances. Nothing in this contract shall limit or exclude the liability of either party for death or personal injury resulting from negligence.

## INSURANCE

It is compulsory that every student, group leader and or accompanying adult takes out insurance to cover such events as course cancellation or curtailment; loss of personal effects; loss of passport or tickets; medical expenses and repatriation; personal liability and personal accident. Failure to do so could cause serious problems in the case of an emergency. It is your responsibility to ensure that you are adequately insured. For students staying in accommodation (homestay or residential) arranged by the Company, insurance covering personal liability is highly recommended. If you do not have an insurance policy and an incident occurs, you will be responsible for all costs incurred.

## COMPLAINTS

Our complaint procedure is as follows:

If you have a complaint regarding any aspect of the services provided, you should immediately notify your school. In the unlikely event this is not resolved to your satisfaction; you should make an immediate complaint in English in writing to head office at ELC English Limited, Third Floor, Elder Street, Multrees Walk, Edinburgh, EH1 3DX. We will investigate your complaint and if we judge it to be reasonable we will make an appropriate recompense (financial or otherwise). In order to be given a reasonable chance of addressing your complaint, please ensure it is received within one month of the end of your course. If the complaint is not resolved to your satisfaction, you may contact English UK.

## BRIBERY

ELC English Limited shall not engage in any activity, practice or conduct which would constitute an offence under sections 1, 2 or 6 of the Bribery Act 2010 if such activity, practice or conduct had been carried out in the UK.

## PUBLICITY

These booking conditions, our brochures, our website and other publicity materials are the responsibility and property of the Company and the details are published in good faith as of 1 November 2011. We cannot be held responsible for any changes that become known or happen after the brochure is produced and the most up-to-date information can be found on our website. We will use reasonable endeavours to inform you of any material changes for your course before commencement of the course.

## USE OF PHOTOS AND COMMENTS

By agreeing to these terms and conditions you acknowledge that we or our suppliers or TUI Travel PLC may use any photo(s)/image(s)/video(s) we, or someone on our behalf take of you or any comments (written or verbal) you make during or in connection with your tour for our promotional/marketing purposes (such as including them in our brochure / website / social media) without obtaining your

further specific permission or making any payment to you. Such use may include mentioning your name, age and town / city / area of residence.

## EMAIL CONTACT

By agreeing to these booking conditions, you consent to us (including any TUI Travel Plc group of companies) using your email addresses gained at the time of booking and during your period of study for future marketing purposes from time to time, including without limitation about special offers, products and services by email. For further details regarding use of your information, please see the 'Privacy Policy' section below, including for information on how to unsubscribe to future marketing by us (including any TUI Travel Plc group of companies and associated companies).

## PRIVACY POLICY

The Company's Privacy Policy sets out what information we collect, how we collect it, and what we do with it.

(a) Your Information

This refers to information such as your name, contact details, travel preferences and special needs/disabilities/ dietary requirements that you supply us or is supplied to us, including any information about other persons on your booking ("your information").

Your information is collected when you request information from us, contact us (and vice versa) or make a booking. You are responsible for ensuring that other members of your party are aware of the content of our Privacy Policy and consent to your acting on their behalf in all your dealings with us. We will update your information whenever we can to keep it current, accurate and complete.

(b) Our Use of Your Information

(1) For the purpose of providing you with our services, we may disclose and process your information outside the UK/EEA. In order for you to travel abroad, it may be mandatory (as required by government authorities at the point(s) of departure and/or destination) to disclose and process your information for immigration, border control, security and anti-terrorism purposes, or any other purposes which they determine appropriate. These requirements may differ depending on your destination and you are advised to check. Even if not mandatory, we may exercise our discretion to assist where appropriate. (2) We may collect and process your information for the purposes set out in our registration with the Office of the Information Commissioner, and disclose the same to our group companies for business purposes and also to companies who act as "data processors" on our behalf, or to our service providers operating systems or business functions on our behalf (some of whom are located outside the UK/EEA). These business purposes include administration, providing services (and contacting you where necessary), customer care, service quality, business management and operation, reorganisation/ structuring/sale of our business (or group companies), risk assessment, security, fraud and crime prevention/ detection, monitoring, research and analysis, marketing, customer purchasing preferences and trends, dispute resolution, credit checking and debt collection. (3) Information (such as health or religion) may be considered "sensitive personal data" under the Data Protection Act 1998. We collect it to cater to your needs or act in your interest, and we are only prepared to accept sensitive personal data on the condition that we have your positive consent. By booking with us you also agree for your insurers, their agents and medical staff to disclose relevant information and sensitive personal data to us in circumstances where we need to act on your behalf or in the interest of passengers or in an emergency.

If you do not agree to Our Use of Your Information above, we cannot do business with you or accept your booking.

(c) Direct Marketing Material

(1) We (including any TUI Travel Plc group of companies) may from time to time contact you with information on offers of goods and services, brochures, new products, forthcoming events or competitions from our holiday divisions and our group companies. Our websites will assume you agree to ecommunications when you make a booking. (2) You may indicate your preference regarding receiving third party direct marketing material. (3) If do not wish to receive such information or would like to change your preference, please refer to point (2) of "Your Rights" below.

(d) Your Rights

(1) On completing our Data Subject Access Request form, you are entitled to a copy of the information we hold about you (for a £10 fee) and to correct any inaccuracies. (2) You have the right to ask in writing not to receive direct marketing material from us. If available, you can amend your previous preference on our website(s), use our "unsubscribe email" or refer to our literature containing instructions. Once properly notified by you, we will take steps to stop using your information in this way. (3) For a list of our group companies or brands, please send us your request.

Please write to English Language Centres, Legal Department, TUI Travel House, Crawley Business Quarter, Fleming Way, Crawley, West Sussex RH10 9QL.

(e) Foreign Controls

Outside the European Economic Area (EEA), note that controls on data protection in such countries may not be as strong as the legal requirements in this country.

(f) Use of Tools/"Cookies" and Links to Other Websites

If our contact and dealing with you is via our website(s), we may use "cookies". Cookies allow us to identify your computer but not you personally. You can set your web browser to refuse cookies. However, you may not be able to enjoy all the facilities or book via our website if you do so. However, if you also receive our email marketing, we will tailor the information we send you unless you tell us not to. This means we may use information we hold and cookies to identify your individual web site search behaviour and preferences.

This will enable us to send you more personalised and relevant communications. You will be given the opportunity on every communication to opt-out of this personalisation. We collect information relating to customer trends and patterns and use cookies and software tools to measure site usage and related information. If you are making a purchase, we may also use cookies to keep track of the transaction from one web page to another. Our website(s) may contain links to other sites not controlled by us.

It is your responsibility to check the status of these sites.

(g) Monitoring

To ensure that we carry out your instructions accurately, improve our service and for security, we may monitor and/ or record:

(1) telephone calls; (2) activities using CCTV in and around our premises; and (3) transactions and activities on our website. All recordings are and shall remain our sole property.

(h) Security Statement

We have taken all reasonable steps and have in place appropriate security measures to protect your information.

(i) Changes to this Policy

Any changes to this Policy will be either posted on our website, brochure and/or made available on request.

Experience English 

Life  
changing  
learning

Partner details:



Experience English, Third Floor, Elder House, Elder Street, Edinburgh, EH1 3DX  
e: [info@experienceenglish.com](mailto:info@experienceenglish.com) t: +44 208 939 0402