

# Liverpool School of English



Learn · Succeed · Enjoy Year-Round Courses

# Welcome

### Liverpool School of English is the largest and longest established language school in the wonderful, world-famous city of Liverpool.



Since 1999, we have provided expert English language training in a stimulating and supportive environment.

Our aims at Liverpool School of English are clear:

- All students **learn** effectively
- All students **succeed** in achieving their goals
- All students **enjoy** an exceptional experience

We share and promote these common values at Liverpool School of English:

- We love our **international** environment
- We are a team of truly welcoming, friendly and caring people
- We are proud to be **professional** in everything we do

This brochure explains how we achieve our aims and promote our values. It provides information on our range of courses. It also details our facilities, accommodation and welfare provision including our excellent social programme. I hope you find this brochure informative and useful.

If you have any questions, or would like to know more about the school, please see our website www.lse.uk.net or contact info@lse.uk.net for further information. We are immensely proud of all of our courses and all of the students who complete them. We hope to welcome you in person to study with us soon.

Kind Regards, **Maria McDonnell** Director



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#### Inside our building we have:

DVD lending

library



Free Wi-Fi hotspots A book, CD and



26 Digital classrooms – 20

with interactive

whiteboards



2 computer suites



A beautiful garden



shop where you

can buy light

meals and hot

and cold drinks



A common room where you can relax, watch TV, chat, browse the internet and have a hot or cold drink

In July and August classes take place in both the main school building and additional premises located near the school.

# Liverpool: The Perfect Study

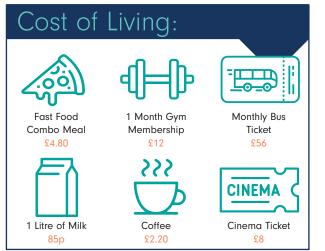
# Liverpool is a wonderful city for international students. It is the perfect size. It is compact and easy to get around. It is also vibrant and exciting with lots to see and do.

The city is famous for its history, architecture, sport, music and friendly people. Liverpool is rich in history, culture and tradition yet it is also modern and vibrant. The city is alive with innovation and creativity. This inspiring combination is perfect for learning, enjoying new experiences and having fun with new friends.



### Key Facts

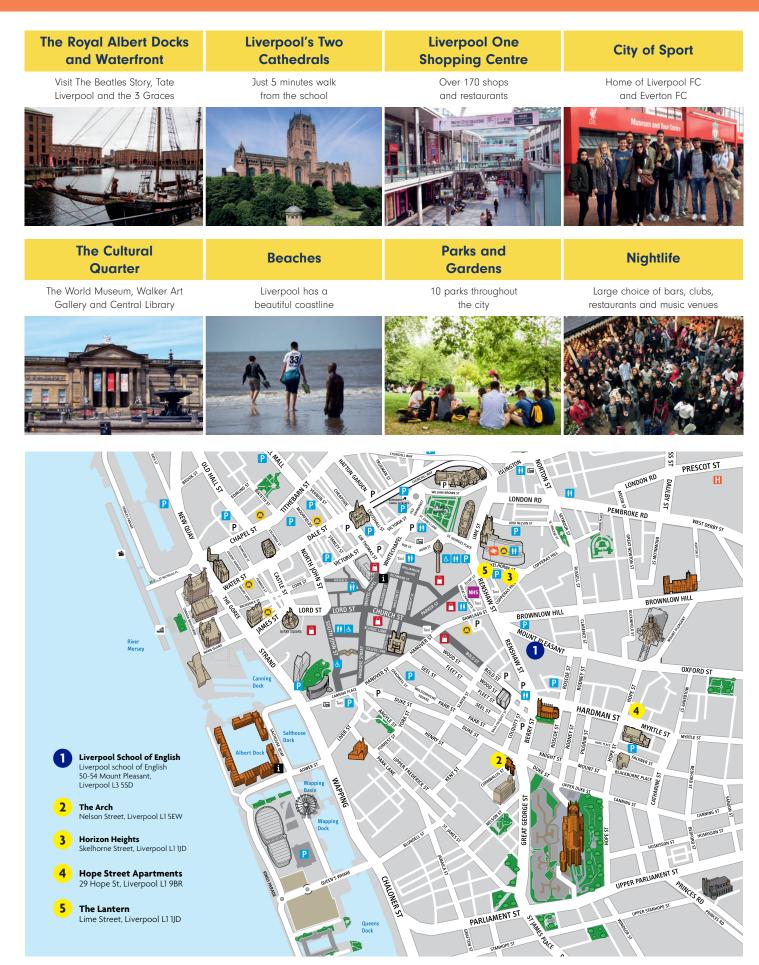
- Known for its friendly citizens
- Third best-rated destination in the UK TripAdvisor's annual Travellers' Choice awards for Destinations 2018
- 3 universities in the city Low cost of living
- More museums and galleries than any other UK city outside London
- 2 international airports less than 45 minutes away (Liverpool and Manchester)



These are guide prices only



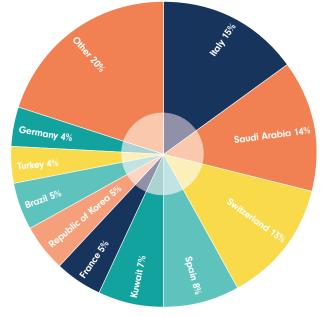
## Destination



## **Facts and Facilities**



Nationality Mix: September 2018 - June 2019

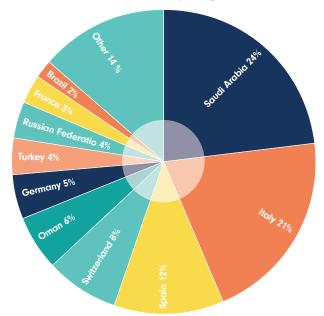


Average total number of students 250-300

26

Average Age:

Nationality Mix: July - August 2019



Average total number of students 350-400



### **Statement of Educational Purpose**

### Liverpool School of English provides a modern, multi-cultural learning environment that reflects the use of the English language internationally.

- We expect students to work effectively in collaboration with their teachers to achieve their learning goals.
- We aim to ensure that our courses are practical and relevant to the needs and interests of our students.
- We encourage students to continue with their learning and their experience with LSE following the completion of their course.
- We embrace different learning styles and reflect this in the types of lessons that we deliver.



- We offer a wide range of courses and levels for students who need General English, English for Specific Purposes and examination preparation.
- We aim to offer a range of social activities and excursions that will enable students to practise their English in a variety of different contexts.
- We aim to provide an educational and enjoyable all around learning experience and a valuable insight into British life and culture.

Liverpool school of English Level	Common European Framework (CEFR)	CEFR Summary	IELTS level
False beginner to low elementary If you are a Beginner (CEFR level A1) you need to start the course within the first 3 weeks of a new term.	A1 (Breakthrough)	You can understand and use very basic phrases. You can ask and answer questions about personal details.	
Elementary to Pre-Intermediate	A2 (Waystage)	You can understand basic sentences and frequently used expressions. You can communicate in simple situations.	
Intermediate	B1 (Threshold)	You can make effective and independent use of the language in familiar situations although there are still lapses in communication.	4.0 - 5.0
Upper-Intermediate	B2 (Vantage)	Your use of language is consistent and usually appropriate but lapses in fluency and accuracy still occur in complex situations.	5.0 - 6.5
Advanced	C1 (Effective Proficiency)	You have a good command of the language. It is fluent, accurate and well-organised with only a few uncertainties in complex and difficult situations.	6.5 - 8.0
Advanced Plus We can only offer individual lessons at this level.	C2 (Mastery)	You have an excellent command of the language and can tackle the most difficult tasks.	8.0 - 9.0

# **General English**

General English is our most popular course. The course aims to improve all areas of your English language competence: speaking, listening, reading, writing, grammar, vocabulary and pronunciation.

Key	Facts	
	Course Dates: Start any Monday	<b>Levels:</b> Beginner – Advanced Plus (CEFR A1 – C2)
X	Course Duration: 1 week - 1 year	Maximum Class Size: 15 students
	Lesson Length: 55 minutes	Minimum Age: 16 years
C	Lessons/Hours per week: GE6 6 lessons / 5 hours 30 minutes GE10 10 lessons / 9 hours 10 minutes GE15 15 lessons / 13 hours 45 minutes GE21 21 lessons / 19 hours 15 minutes GE25 25 lessons / 22 hours 55 minutes	<b>Visa Requirements:</b> GE6/GE10/GE15 - Short Term Study Visa GE21/GE25 - Short Term Study Visa or Tier 4 Visa
	There are no lossens on public bolidays and no discount in fees.	a should start within the first 7 weeks of a new term

Written parental consent is required for students aged under 18 years

Our teachers use the communicative approach to deliver learner-centred lessons which are dynamic and engaging. Lessons focus on both accuracy and fluency and our teachers ensure that each lesson has clear learning outcomes. You will develop your ability to communicate confidently in real-life situations.



Our Academic Team carefully select course materials to ensure lessons are relevant and interesting to our students. You will be given a course book on the first day of your course and a new course book each time you move up a level.

#### Included in your fees:

- A short review test each week.
- Monthly progress tests and progress report.
- 1:1 tutorial with your teacher including an Individual Action Plan.
- Optional Exit Test compare your placement test results with your exit test results to see how much you have improved.
- Outside the classroom you can use the LSe-Learning online platform for extra practice. This starts from the enrolment date and runs for 6 months (if the student is enrolled for more than 6 months the e-learning will run accordingly)
- You can attend up to 3 free support classes per week.



	General English Sample Timetable					
Monday Tuesday Wednesday Thursday Friday					Friday	
	09.00 - 12.00	General English				
13.00 - 15.00 General English Elective Elective E				Elective	General English	
	GE6, GE10, GE21, GE25 GE15, GE21, GE25 GE10 and GE25					

### Electives

Your General English course includes an afternoon elective if you study GE21 or GE25 lessons per week and your level is pre-intermediate+ (CEFR A2+). These allow you to personalise your learning. We currently offer the following afternoon electives:

### **Communication Skills**

This develops your practical English language skills. There is an emphasis on speaking, listening and vocabulary development. Topics are carefully chosen by teachers based on the needs of the students in the class. Lessons include activities focusing on real-life

situations to increase your

confidence when communicating in English.

Minimum level Beginner/Elementary A1

### **Academic Skills**

This helps prepare you for a university course taught in English. You will increase your academic vocabulary and practise the skills necessary to evaluate, disseminate and

produce academic work. You will become more confident in your understanding and use of academic English and therefore better able to succeed in your chosen university course.



Minimum level Intermediate B1

### **English for Business**

This provides practical business language skills for a wide range of industries. You will develop confidence as you practise communication in business scenarios such as meetings, presentations and negotiations. We address key

issues for companies and workers such as how to stay competitive in business or offer good customer service

Minimum level Pre-intermediate A2

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### Live Liverpool\*

This combines classroom learning with learning outside in 'real-life'. This gives you the opportunity to explore the city as you practise and improve your English. Our teachers

accompany you around the city as you complete carefully designed factfinding activities which encourage you to communicate with the people of Liverpool.

Minimum level Pre-intermediate A2



You can change your elective at any time and start a different afternoon elective the following Monday, subject to availability.

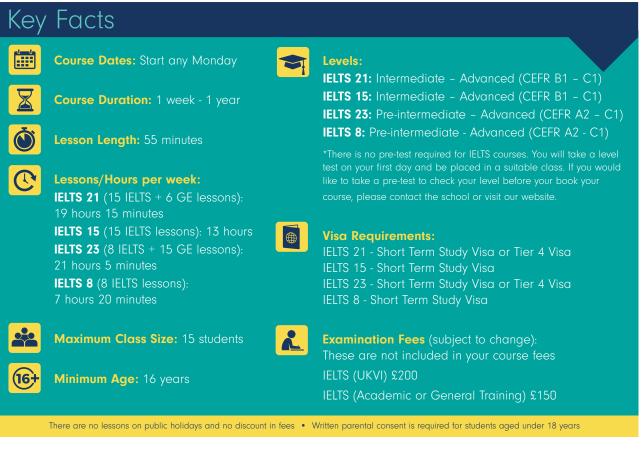
"All of these electives run all year-round. \*Live Liverpool is for 10 weeks maximum. There is no maximum number of weeks for the other electives.

Students at Beginner/Elementary levels (CEFR A1 – A2) do not select an afternoon elective. On GE21 or GE25 courses these students take a level-appropriate Communications Skills class for 6 lessons per week.

Part-time students on GE6 or GE10 courses, at pre-intermediate level+ (CEFR A2+), can also take an afternoon elective.

# IELTS

Our IELTS courses are very popular. Many of our students need to take the IELTS test to prove their level of English for study at university. The aim of this course is to fully prepare you for the test so you achieve your best possible result. Most students combine IELTS preparation with a General English elective option.





Our IELTS courses are carefully designed to provide you with the preparation and practice you need to succeed. You will be taught exam techniques and strategies for each of the tasks you will meet in the test. The IELTS test has the following parts:

• Listening • Reading • Writing • Speaking



Our IELTS teachers use a published course book throughout the course. You will be given a course book for each IELTS level you study at. You will be expected to complete 1-2 hours of homework per day.

The average progress rate of our students varies according to level, ability, determination and the amount of time spent on homework and self-study. Generally we advise 8 - 10 weeks study to increase your IELTS score by 0.5 band.

Liverpool School of English is not an IELTS test centre. Our students take their IELTS test at a test centre in Manchester (for UKVI) or at The University of Liverpool (Academic or General Training). We will help you book your IELTS test.

If you want to study at a UK university, our Director of Academic English is also able to provide you with information and advice to help you choose and apply for your university course.



#### Included in your fees:

- You can attend up to 4 free IELTS practice sessions per week.
- A short review test and practice test each week.
- Monthly progress tests and progress report.
- 1:1 tutorial with your teacher including an Individual Action Plan.
- Optional Exit Test compare your placement test results with your exit test results to see how much you have improved.
- Outside the classroom you can use the LSe-Learning online platform for extra practice. This starts from the enrolment date and runs for 6 months (if the student is enrolled for more than 6 months the e-learning will run accordingly)
- You can attend up to 3 free support classes per week.



### IELTS 21 Sample Timetable (IELTS 15 + General English 6)

	Monday	Tuesday	Wednesday	Thursday	Friday
09.00 - 12.00	IELTS: Vocabulary and Listening	IELTS: Reading and Language Focus	IELTS: Speaking	IELTS: Writing	IELTS: Language
13.00 - 15.00		Elective	Elective	Elective	

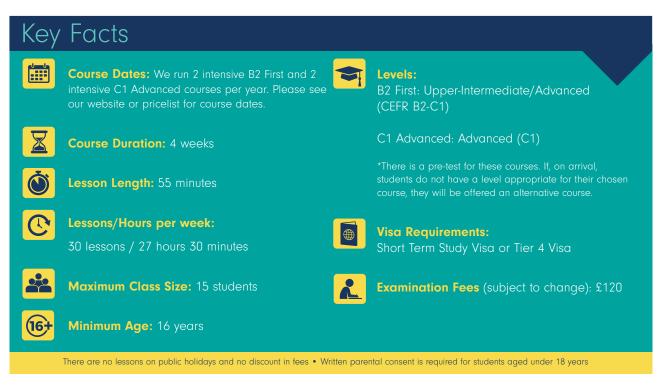
### IELTS 23 Sample Timetable (General English 15 + IELTS 8)

	Monday	Tuesday	Wednesday	Thursday	Friday
09.00 - 12.00	General English	General English	General English	General English	General English
13.00 - 15.00	IELTS: Vocabulary and Listening	IELTS: Reading and Language Focus	IELTS: Speaking	IELTS: Writing	

# **Cambridge Examination Pr**

### **B2 First and C1 Advanced**

The B2 First (formerly known as FCE) and the C1 Advanced (formerly known as CAE) certificates demonstrate an upper-intermediate/ advanced level of English.



Our B2 First and C1 Advanced courses combine General English with examination preparation. The certificates are recognised internationally by employers, colleges and universities as proof that you can independently use English well enough to live and work in an English speaking country or study on a course taught in English.

The aims of the course are to develop your communicative competence and to prepare you as fully as possible for the examination. You will be expected to complete 1-2 hours of homework per day.

We will guide and support you so that you achieve your best possible result. Our teachers will ensure you know how to approach each question type and have had plenty of practice in each of the exam papers.

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These are: • Reading and Use of English • Writing • Listening • Speaking
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You will complete regular practice tests and receive detailed feedback on your progress from your teacher throughout the course.

Liverpool School of English is a Cambridge exam centre so you can take the exam here at the end of your course. All parts of the exam will take place in the final week of your course. Please note the examination dates on our website or pricelist. Some examinations take place on a Saturday so you will need to depart on a Sunday.

 $\square$ 

## eparation Courses



#### Included in your fees:

- An exam preparation course book and additional learning materials.
- A short review test and practice test each week.
- Monthly progress tests and progress report.
- 1:1 tutorial with your teacher including an Individual Action Plan.
- Optional Exit Test compare your placement test results with your exit test results to see how much you have improved.
- Outside the classroom you can use the LSe-Learning online platform for extra practice. This starts from the enrolment date and runs for 6 months (if the student is enrolled for more than 6 months the e-learning will run accordingly)
- You can attend up to 3 free support classes per week.





### Cambridge Sample Programme

	Monday	Tuesday	Wednesday	Thursday	Friday
09.00 - 12.00	Vocabulary, Listening and Speaking	Listening, Speaking and Grammar	Vocabulary, Speaking and Grammar	Pronunciation and Vocabulary	Vocabulary
13.00 - 16.00	Reading and Language Development	Listening (Parts 1 + 2) and Speaking (Parts 3 + 4)	Writing (Part 1) and Reading and Use of English (Part 3)	Speaking (Part 2) and Listening (Part 3)	Practical English



UNIVERSITY of CAMBRIDGE ESOL Examinations

**Authorised Centre** 

# **Teacher Training Courses**

### Teacher Knowledge Test (TKT) and Content and Language Integrated Learning (CLIL)

Key	Facts		
	<b>Course Dates:</b> Please see our website or pricelist for course dates.		Levels: Upper- Intermediate - Advanced (CEFR B2-C2)
	Course Duration: 1 week per module		Maximum Class Size: 12 students
	Lesson Length: 55 minutes	16+	Minimum Age: 18 years
C	<b>Lessons/Hours per week:</b> 30 lessons including breaks		<b>Visa Requirements:</b> Short Term Study Visa or Tier 4 Visa
	There are no lessons on public holidays and no discount in fees		

If you are a teacher of English from primary, secondary or adult schools and want to develop your skills and enhance your C.V., our TKT course is the right course for you. On this course you will learn advanced language awareness and theories and develop professionally through discussions and reflection on your own teaching methods. In addition, you will get TKT exam practice tasks and test papers before the final exam.

Our TKT course covers important components of teaching such as:

- Language and background to language learning
- Lesson planning and use of resources
- Managing the teaching and learning process
- Methodology and techniques
- Cambridge TKT examination practice

Alternatively, if you want to teach English as a second language or to deliver specialist subjects such as law or biology via the medium of English in your home country, our CLIL course is perfect for you.

Our CLIL course covers the following key areas:

- Language and background to language
  learning
- CLIL lesson planning and use of resources
- Methodology and techniques
- Teaching Target Structures through CLIL
- Materials design and adaptation
- Subject-based vocabulary teaching

On our TKT and CLIL courses you can choose to take the relevant Cambridge exam. If you pass, you will receive a recognised international teaching certificate from the Cambridge ESOL Examinations Board. You need to tell us if you want to enter the exam(s) 6 weeks prior to starting your course.

We can offer these course at other times of the year for groups of 10 or more students. Please contact us for more information.

# **Trinity CertTESOL**

The Trinity College London Certificate in Teaching English to Speakers of other Languages (TESOL) is an internationally recognised teacher training qualification which allows you to become an English language teacher either in the UK or abroad.



It has all the elements that schools require when you are looking for your first position as a qualified TESOL teacher. These include over 100 hours of tuition, 6 hours of observed teaching and external moderation.

This course is designed to develop your knowledge and understanding about the process of teaching and learning. Our expert teacher trainers have extensive teaching experience in the UK and abroad and have successfully supported many trainees to complete this qualification.

On this course you will learn all of the foundation skills you will need to take up a teaching post such as:

- Understanding the main phonological, lexical and syntactical features of modern English
- Appreciating the needs and motivations of individuals and groups of learners
- Designing and delivering lesson plans
- Evaluating, using and adapting published teaching materials
- Creating your own teaching materials and classroom aids





## **Occupational English Test (OET)**

### Key Facts



**Course Dates:** Please see our website or pricelist for course dates.



**Course Duration:** OET Exam Ready: 1 week OET 10: 12 weeks



Lesson Length: 60 Minutes

Lessons/Hours per week: OET Exam Ready: 20 lessons / OET 10: 10 lessons / 10 hours



Maximum Class Size: 15 students



Minimum Age: 18 years



Visa Requirements: Short Term Study Visa or Tier 4 Visa



**Examination Fees** (subject to change): These are not included in your course fees

#### Levels:

OET Exam Ready: IELTS 7 overall (minimum 6.5 in each paper)/ CAE pass B and above/ Linguaskill 185 points overall

OET 10 : IELTS 6.5 overall (minimum 6 in each paper)/ CAE pass C and above/ FCE pass A/ Cambridge Linguaskill 180 points overall

\*If you would like to take a pre-test to check your level before your book your course, please contact the school or visit our website.

There are no lessons on public holidays and no discount in fees



### **Specialist Courses**

All of our courses are planned and constructed with care and attention to the needs of our learners. Some learners however have very specific needs and goals. In this case, we have the necessary skills and experience to create a special tailor-made course.

#### **Individual Tuition**

You can receive individual tuition on a 1:1 basis for any specialised topics you need (For example, Tourism, Hospitality, Healthcare, etc.) The amount of hours you need can be agreed between you and the school depending on your needs. Any student at the school is able to book individual tuition.

#### **Electives**

The electives options offered in our General English courses are also available as part-time courses of 6 lessons per week. Pleas see page 9 of this brochure or our website for more information.

# **Enrichment**

### Free Support Classes

Students on General English, IELTS or Cambridge Examination Preparation courses can attend up to 3 Free Support Classes per week.

Monday	Tuesday	Wednesday	Thursday	Friday
Pronunciation Club	Reading Group	Listening Skills	Conversation Club	Study Club
Do you need some extra support with your pronunciation? This class will help you to improve your pronunciation and speaking skills.	Come along to read some interesting short stories to help you improve your reading skills. You can discuss the texts with other students and learn some new vocabulary.	Improve your overall listening skills by listening to authentic English conversations to help you to understand English speakers better.	Come and practise your conversational skills with other students from around the world. It will help improve your fluency and build confidence.	At Study Club you can learn new techniques and strategies for studying outside the classroom. Find exercises to help you in the areas you want to focus on.
		<b>Culture Class</b> A chance to discuss and learn about different aspects of culture in the UK and other countries.	Job Club Plus Are you looking for a job? Or some volunteer work to meet more native speakers? Job Club is the place for you to work on your CV, get job hunting tips and practise for an interview.	

### LSe-Learning

On our e-learning platform, LSe-Learning, you can do extra activities to practise your English skills outside of the classroom. You can get your writing marked, do extra vocabulary and grammar exercises, revise the language that you have studied in class and lots, lots more!

Your teacher will also give you homework from this system each week. Your online study is marked as soon as you finish each exercise and your teacher can send you a tutorial feedback through the system.

All students at LSE are registered on the system when they arrive at the school. Access to LSe-Learning is valid from your course start date plus 3 months after course end date.

### **Progress Tests and Tutorials**

Weekly review tests help you to see your progress each week and also show you what you might need to practise more. Every four weeks you will have a one to one tutorial with your teacher to talk about your progress. Your teacher will help you to set some goals to help you learn.

Your teacher may ask you to do the level up test. If you score 70% or more on the test you will move up to the next level.

In your last week you can take an exit test. You will get the results from your exit test with your leaving certificate.

Monday	Tuesday	Wednesday	Thursday	1:1 Speaking Practice
Listening	Speaking	Writing	Reading	You can also book extra IELTS speaking practice sessions on Tuesdays and Thursdays.

### **IELTS Support Classes**

# **Year - Round Groups**

We love welcoming groups of students to Liverpool School of English. Our Groups Team are experts at designing and delivering tailor-made programmes to meet the requirements and budget of each group. We know that every group is unique and we work hard to provide every group with exceptional service.



When you book a group with Liverpool School of English you will get:



A bespoke programme including excursions, activities, company visits and/or workshops put together based on the group's requirements



An academic programme designed to suit your group's needs which can include General English or English for Specific Purposes



The opportunity to explore the fantastic city of Liverpool and other places in the UK





A dedicated member of the team to look after your group whilst they're here to support the group leaders and ensure the students enjoy their experience



24 hour emergency support

A dedicated homeroom within the school

### We can offer a range of English for Specific Purposes programmes for junior, adult, executive and corporate groups. Suggested programmes included:

- English Language and Culture
- English and The Beatles Experience
- English and Football
- English and Future Career Experience
- English and Technology
- English for Banking
- Maritime English

#### Industry visits available include:

- BBC Studios
- Jaguar Land Rover Factory
- Amazon Distribution Centre
- Apple Creative Sessions
- Liverpool John Lennon Airport
- John Moores University
- Biograd Laboratory
- To enquire about a bespoke programme please contact groups@lse.uk.net

**English and Culture Sample Programme** Morning Afternoon Arrival Day: Check-in and welcome to your homestay Sunday Monday Placement Test & Induction City Tour with a Scavenger Hunt Tuesday Free Afternoon with Group Leaders General English Classes Wednesday General English Classes The Museum of Liverpool Thursday **General English Classes** Free Afternoon with Group Leaders Friday General English Classes The Walker Art Gallery Saturday Departure Day: Check-out and farewell to your homestay host

English and Footbo	all Sample Pro	gramme			
Keita	Firmino		Morning	Afternoon	
H	H	Sunday	Arrival Day: Check-in and welcome to your homestay		
KEITA	FIRMINO	Monday	Placement Test & Induction	City Tour with a Scavenger Hunt	
	. 9 .	Tuesday	General English Classes	Free Afternoon with Group Leaders	
i in the		Wednesday	General English Classes	Liverpool Football Club Stadium Tour and Museum	
	1 1 5	Thursday	General English Classes	Free Afternoon with Group Leaders	
	ASK	Friday	General English Classes	Football Game	
	Saturday		Full day excursion to Manchester with a trip to Old Trafford Stadium and the National Football Museum		
		Sunday	Departure Day: C	heck-out and farewell to your homestay host	

English and Future Career Experi	English and Future Career Experience						
	-	Morning	Afternoon				
	Sunday	Arrival Day: Check-in and welcome to your homestay					
A NO ENA	Monday	Placement Test & Induction	City Tour with a Scavenger Hunt				
	Tuesday	General English Classes	English for the Workplace Classes				
	Wednesday	General English Classes	Company Visit Jaguar Land Rover Factory				
	Thursday	General English Classes	English for the Workplace Classes				
	Friday	General English Classes	Company Visit: Liverpool John Lennon Airport				
	Saturday	Morning visit to the BBC TV Studios and an afternoon visit to the Amazon Distribution Centre					
	Sunday	Departure Day: Check-out and farewell to your homestay host					

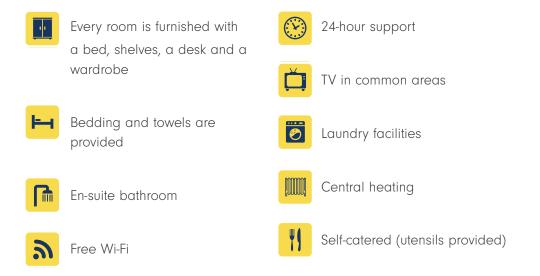
## **Accommodation: Residence**

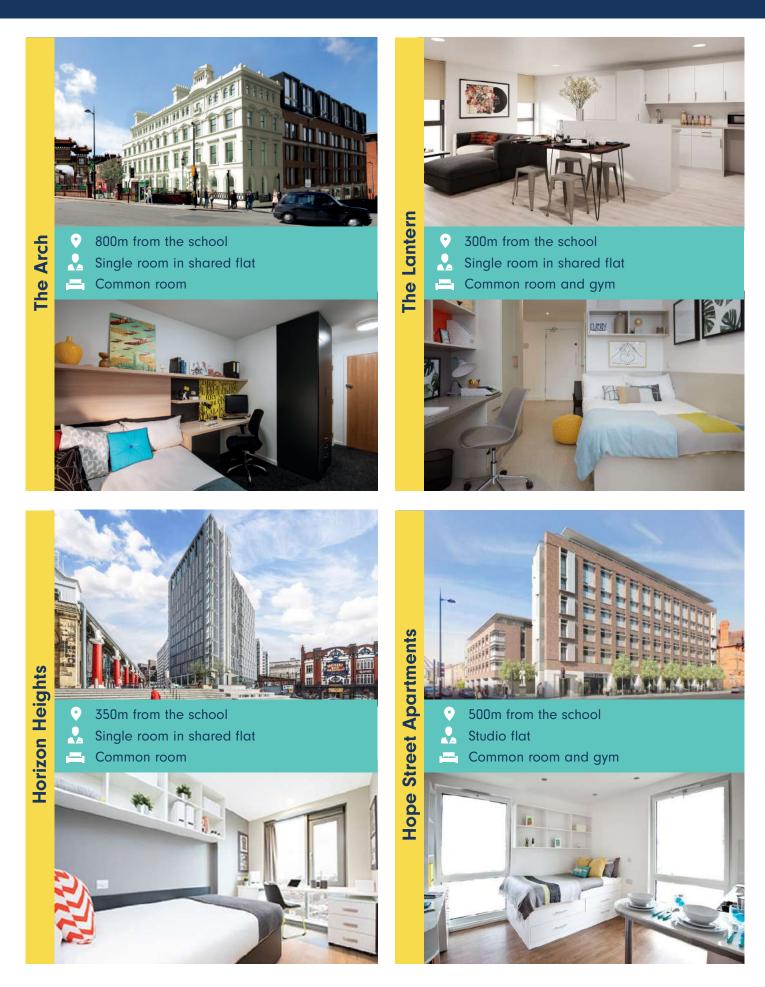
Residential accommodation is a good option if you want to live independently in the city centre. Our Accommodation Team work closely with our residence providers to make sure the information we give you about each residence is clear and your accommodation is comfortable, well managed and secure.



We work with several external accommodation providers within the city. Our students usually stay in the residences here but if these are fully booked, we have other residence options of equal standard available. The residences we offer are owned and managed by external companies. All companies work closely with the school and regular feedback from our students is passed on to the companies in order to improve your experience. However, the school does not manage the residence.

In a flat you will share a kitchen and lounge area with other international students. Residences are great for meeting new people and practising your English with people from different countries.





# **Accommodation: Homestay**

Many of our students choose to stay in homestay accommodation. We have welcoming, friendly and helpful hosts who enjoy sharing their homes with international students.









If you are thinking about living in homestay, it is important to book early and tell us about your preferences, especially if you have any concerns about diet, smoking, children or pets. Please contact us if you have any medical condition/disability that we should be aware of in order to accommodate you in a homestay that meets your needs.

We have many different kinds of hosts working with us including families with children, older couples and single people from a variety of different backgrounds.

All of our hosts live approximately 20 - 40 minutes away from the school on public transport. A weekly bus or train pass will cost no more than £20.\*

#### What to expect:

- Your host will be welcoming, friendly and happy to talk to you
- You will have your own room, unless you tell us that you would like to share a room with a friend
- Your room will be safe, clean, comfortable and in a good state of repair
- You will always have access to a bathroom and washing facilities
- You will be provided with healthy, balanced meals
- You will not be placed with another student who speaks your language, unless you tell us that that you would like to stay with a friend from your country
- There will be no more than four students in your homestay
- If you are unhappy with your homestay for any reason you will be moved as soon as possible
- An emergency line is manned 24 hours a day by LSE staff

\*All information accurate at the time of publication

# Welfare

It is our first priority to ensure our students and are safe, happy and comfortable while with us at Liverpool School of English. Our teachers and staff are welcoming, caring and friendly. We will always help you with any questions or problems you may have.



You will meet our Academic Team and our Accommodation and Welfare Team on your first day at school. Our Academic Team will ensure your learning needs are met throughout your course. Our Accommodation and Welfare Team will ensure your emotional, medical and environmental needs are also met. They provide support and guidance throughout your time here in Liverpool.



Students aged under 18 have compulsory weekly meetings with a member of staff from our Welfare Team to make sure they are safe, happy and well. If you are over 18 and want to discuss any type of problem, a member of our Welfare Team is always available for you to speak to during school opening hours. In addition to our Welfare Team we have a Student Helpdesk Coordinator and a Social Programme Coordinator who are here to help with any questions you have. All students have our 24 emergency number in case they need to contact us about a problem outside of school hours.



Our school and accommodation rules are very clear and carefully designed to ensure the safety and comfort of all students. On your first day at school, we will give you an accommodation contract. This clearly details the rules at your homestay or residence. We will also give you a student handbook. This includes our code of conduct which details the school rules so you know what behaviour we expect from you during and outside of school hours. If the code of conduct is not followed you may be asked to leave the school.



Your first day induction and student handbook provide you with lots of useful information about our school and life in Liverpool. This includes what to do if you are ill and how to register with a doctor, open a bank account and register with the police if you need to.



It is compulsory for all students to have health and travel insurance before leaving their home country. Liverpool School of English is working in partnership with Endsleigh, to provide our students with a policy which has been specifically designed to meet your requirements whilst you are studying in the UK. We strongly recommend that you take out travel insurance at the time of booking the trip as cover will commence for pre-departure cancellation from the date accepted for cover. This will, therefore, provide cover should the trip have to be cancelled for an insured reason such as illness or serious accident preventing travel. If international student travel insurance has not been requested through Liverpool School of English, students must arrange their own suitable travel insurance and travel with all relevant policy documents upon arrival to the UK.

### Attendance



We expect you to attend all of your classes and any absences for sickness or appointments must be authorised.



Your attendance and punctuality will be monitored by our staff and your final attendance percentage will be marked on your certificate. If you are a sponsored student you will need to have 80% attendance or above or your embassy may not continue to sponsor you.



We want to make sure that everyone feels safe and happy at the school. If you are absent for 2 consecutive days, we will contact you to make sure that you are okay and see if you need to have a meeting with a member of our Welfare Team.

# **Social Programme**

During your stay in Liverpool, studying and learning English is important but it is also important to learn about life in the UK, explore new places and make new friends.



Mersey Ferry Cruise £10



Weekly Social Bring money for drinks



North Wales, Conwy Castle And Llandudno £35



The Lake District £35

Our social programme is an important and much loved part of life at our school. We design it carefully so that it appeals to different types of people with different interests and budgets. Each excursion and activity is an opportunity to practise your English and enjoy new experiences.



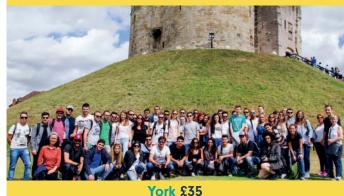
Paintball £25



Another Place at Crosby beach £10



London £70



#### Please see our website for weekly programmes









Chester £10



Pizza Night Bring money for food and drinks





5-a-side Football £5



Manchester £18

# **Booking Notes**

#### How to enrol and pay for your course:

- If you want to study at Liverpool School of English we accept bookings in the following ways:
- Directly via our website www.lse.uk.net or by sending an registration form to admissions@lse.uk.net
- Through one of our Educational Tour Operators (ETO) located around the world. If you book through an ETO you are the client of that ETO rather than the school and any significant amendments, queries, complaints and payment issues should be sent to the ETO.

#### If you are booking your own course:

- Arrange to pay the registration fee of £60 to Liverpool School of English. Make sure that you say who the payment is from and what it refers to.
- When we receive your registration form we will send you an email and an invoice.
- Payment of your fees should be made at least 4 weeks before the start of your course. If you book a course less than 28 days before the intended start of your course the total fees are payable at the time of the application.
- If you are a Beginner (CEFR level A1) you need to start the course within the first 3 weeks of a new term.

#### Payment:

• All fees including your refundable damage deposit are payable in pounds sterling (£) and payment can be made online – visit www.lse.uk.net/pay-your-fees and follow the instructions.

#### Course cancellation fees are as follows:

- Cancellation more than 28 days before the start of the course Full refund.
- Cancellation from 28 days to 7 days before the start of the course 50% of the course fees may be refunded.
- Cancellation less than 7 days before the start of the course No refund.

#### Accommodation cancellation fees are as follows:

- Cancellation more than 14 days before the start of the accommodation Full refund.
- Cancellation less than 14 days before the start of the accommodation – 1 week of accommodation is payable to the school.

#### **Postponements**

- If a booking is postponed within 7 days of the arrival date, cancellation charges apply as detailed above.
- If a booking is postponed more than 7 days prior to the arrival date, no charges apply for your first postponement.
- Further postponements will incur a re-registration fee of £60. If you want to postpone your course, you must request this in writing.

#### Insurance:

- It is compulsory for all students to have health and travel insurance before leaving their home country.
- Liverpool School of English is working in partnership with Endsleigh, to provide our students with a policy which has been specifically designed to meet your requirements whilst you are studying in the UK.
- We strongly recommend that you take out travel insurance at the time of booking the trip as cover will commence for pre-departure cancellation from the date accepted for cover. This will, therefore, provide cover should the trip have to be cancelled for an insured reason such as illness or serious accident preventing travel.
- If international student travel insurance has not been requested through Liverpool School of English, students must arrange their own suitable travel insurance and travel with all relevant policy documents upon arrival to the UK.

#### **Terms and Conditions:**

- It is your responsibility to ensure that you have the correct visa type and appropriate leave to remain in the UK. In the event that we find that you do not have appropriate leave to remain, we will terminate the course immediately. In this case, tuition and registration fees are non-refundable. Information on visa types can be found on the Home Office website: www.gov.uk/government/organisations/ukvisas-and-immigration
- Students under the age of 18 are children in British law. If any student under the age of 18 wishes to study at LSE, the person or people with parental responsibility for them in their own country should complete a consent form and return it to the Admissions Team with a copy of their ID. This form outlines the rules and conditions that will apply for LSE to accept a booking for a student under 18. The form can be obtained from the school or from your ETO.
- If we determine that you are an absolute beginner (A0 level) or very advanced (C2 and above) after arrival and we are part way through a term then we reserve the right to offer the cost-equivalent number of 1:1 private lessons where a beginners course or a C2 course is not available.
- If you want to cancel or postpone your course, you must request this in writing to the school or your ETO. The registration fee is non-refundable.
   Where accommodation has been booked, the accommodation booking fee is non-refundable. The CAS fee for General Student Visas (Tier 4) is nonrefundable.
- If you have to stop your course early, tuition fees are non-refundable under any circumstances.
- To see our terms and conditions in full, please visit www.lse.uk.net/terms-conditions

# **Our Students Say...**

We listen carefully to our students. We meet with our Student Ambassadors regularly so they can tell us what students are happy with and if they would like us to make any changes. We also ask for student feedback at the beginning, middle and end of each course.

### 🚺 Giorgia, Italy

I've met so many amazing people in so little time and every single person I've spoken to will forever be in my heart. I've learnt a lot more than I could have ever expected. I have to thank Liverpool School of English for making all of this possible.

### Catarina, Switzerland

This was the first time I left home for such a long time and I didn't know what was waiting for me. I quickly realised how amazing the city is and how amazing the people are. The school helped me to find my feet in the city and I met wonderful people during the class and activities they organised every day. Because of all this support, I never felt homesick and I shared amazing moments and memories with local people and students from all around the world. This experience not only made my English improve, but also made me grow and discover a lot about other cultures. Since I came back I realised I will never be completely at home again, because part of my heart will always be elsewhere.

#### Patricia, Brazil

I spent 3 months at LSE and it was amazing. All the teachers and staff helped me every time I needed it and the social programme activities were a lovely opportunity to meet new friends and find beautiful places all over the UK. Undoubtedly I made the right choice. Liverpool is a real treasure in England and I'm glad I chose LSE to learn English. In just three months I improved my English from B1 to C1 and the business class was just what I needed to feel confident in starting an international career in my country.

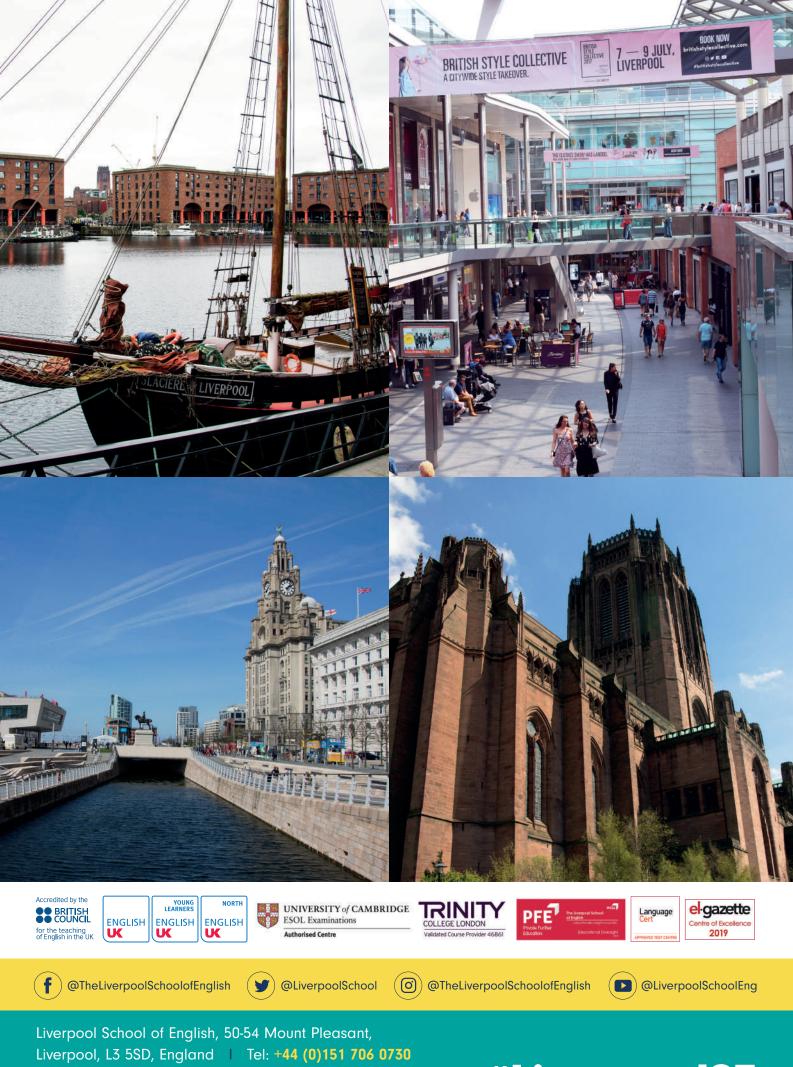
#### 🕖 Gennosuke, Japan

I think it was one of the best choices of my life to come to LSE. The teachers and staff are amazing! Whenever we had questions in the lessons the teacher always explained things to us so that we could understand. It was a good opportunity to make friends with people from around the world. We could spend time together in class, in the residences and on social activities. I'm looking forward to seeing them again in the future!

#### Abdullah, Saudi Arabia

Liverpool School of English is one of the best places to study English in UK. The school is beautiful, the students are very friendly and the staff are nice and helpful. My experience as a student and student ambassador was wonderful. The school's social programme is very active, you can't sit home and do nothing! It's a wonderful experience, I am definitely going back one day!





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