



Wimbledon School of English - Information 2017

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Standard Courses 24 lessons (20 hours) per week of designated lessons of each subject

24
Lessons

Courses	Minimum age	Maximum Class Size	Minimum Course Level/CEFR Level	Course Length (weeks)	Starting Date (1)	Finishing Date	Exam Date
Beginners*	16	14	Beginners A1	1 - 10	03 Jan 27 Feb 02 May (1) 12 Jun 29 Aug (1)		
General English*	16	14	Pre-Intermediate A2	1-50 +	Any Monday (1)		
Academic Year Programme***	16	14	Beginners A1	24 +	Any Monday (1)		
Business & Professional English	20	14	Higher Intermediate B2	2-12	Any Monday (1)		
Medical English	20	14	Higher Intermediate Plus B2	3	09 Jan	27 Jan	
IELTS Preparation with Pre-Sessional Academic English Preparation (3, 4)	16	14	Intermediate B1	10 10 10 10	09 Jan 27 Feb 13 Mar 25 Sep	17 Mar 05 May 19 May 01 Dec	Sat 18 Mar Sat 06 May Sat 20 May Sat 02 Dec
IELTS Preparation with Pre-Sessional Academic English Express (3, 4) **	16	14	Higher Intermediate Plus B2	6 6	19 Jun 23 Oct	28 Jul 01 Dec	Sat 29 Jul Sat 02 Dec
Academic IELTS Express (3, 4)	16	14	Higher Intermediate Plus B2	4	29 May 31 Jul	23 Jun 25 Aug	Sat 24 Jun Sat 26 Aug

Students may take the IELTS exam at the end of the course. We strongly advise you to enrol and pay for this when booking the course. You must enrol for the full length of the IELTS course. Please note: It is not possible to enrol for 2 Pre-Sessional English & IELTS Preparation courses, however, you can take one Pre-Sessional course followed by the IELTS Express. * These classes have a maximum of 16 in July and August. ** The first two weeks of this course - starting on 19th June and 23rd October, focuses on EAP. The following 4 weeks - starting on 3rd July and 13th November, focuses on Academic IELTS Preparation. Students can join at the start of either stage. ***Beginners can only start on set dates as listed.

Cambridge English First (3)	16	14	Higher Intermediate B2	10 13 7 13 7	03 Jan 13 Mar 24 Apr 11 Sep 23 Oct	10 Mar 09 Jun 09 Jun 08 Dec 08 Dec	07-11 Mar 08-10 Jun 08-10 Jun 07-09 Dec 07-09 Dec
Cambridge English Advanced (3)	16	14	Advanced C1	10 13 13	03 Jan 13 Mar 11 Sep	10 Mar 09 Jun 08 Dec	08-11 Mar 07-09 Jun 07-09 Dec
Cambridge English Proficiency (3)	16	14	Advanced Plus C2	10 13 13	03 Jan 13 Mar 04 Sep	10 Mar 09 Jun 01 Dec	09-11 Mar 07-09 Jun 01-02 Dec

Students can take a First or Advanced exam course only if they are staying until the end of the course and taking the exam immediately after. You may join 13 week Cambridge exam courses up to 2 weeks after the course start date provided there is availability and you have the right level of English. Proficiency exam classes will include some students who are not taking the exam.

Intensive Courses 28 lessons (23 hours and 20 minutes) per week

28
Lessons

Options	Lessons (2)	Maximum Class Size	Minimum Course Level	Course Length (weeks)	Starting Date	Finishing Date	Exam Date
English for Law with TOLES Preparation (3)	28	14	Higher Intermediate Plus B2	4 4 4	03 Jan 30 May 31 Jul	27 Jan 23 Jun 25 Aug	26 Jan 22 Jun 24 Aug
Medical English	28	14	Higher Intermediate Plus B2	2	24 Jul	04 Aug	05 Aug
Cambridge English First Express (3)	28	16	Higher Intermediate B2	4 4	03 Jul 31 Jul	28 Jul 25 Aug	27-28 Jul 23-25 Aug
Cambridge English Advanced Express (3)	28	16	Advanced C1	4 4	26 Jun 31 Jul	21 Jul 25 Aug	20-21 Jul 24-25 Aug
Intensive Academic Year Programme (4)***	28	14	Beginners A1	24 +	Any Monday	Any Friday	

Options courses

4 lessons per week (3 hours 20 minutes).

Can be taken with a Standard course (28 lessons - See pg. 2), or as a Part-Time course.

4
Lessons

Options	Lessons (2)	Maximum Class Size	Course Level Range/CEFR Level	Course Length (Weeks)	Starting Date
Basic Communication Skills	4	14	Beginners to Pre-Intermediate A1 - A2	2-12	Any Monday
Communication Skills	4	14	Pre-Intermediate to Advanced A2 - C1	2-12	Any Monday
Grammar and Writing Workshop	4	14	Pre-Intermediate to Advanced A2 - C1	2-12	Any Monday
Medical English	4	14	Higher Intermediate Plus to Proficiency B2 - C2	2-12	Any Monday
Executive Skills for Professionals plus BEC Higher Preparation	4	14	Higher Intermediate Plus to Proficiency B2 - C2	2-12	Any Monday
BEC Higher Paper based exams are held on 20th May and 18th November 2017					
English for Film Making and Social Media	4	14	Higher Intermediate Plus to Proficiency B2 - C2	2-12	Any Monday
IELTS Preparation (Academic) & Academic Writing	4	14	Intermediate to Advanced B1 - C1	2-12	Any Monday
Students may take the IELTS exam at the end of the course. We strongly advise you to enrol and pay for this when booking the course.					
Pre-Cambridge First Preparation	4	14	Intermediate to Higher Intermediate B1	2-12	Any Monday
Cambridge Advanced Preparation	4	14	Advanced C1	2-12	Any Monday
One-to-One or Two-to-One (This course has an additional charge)	4 5 6	1 and 2	All levels	1 +	Any Monday

Wimbledon School of English is a Test Centre for the IELTS and Cambridge Examinations

English & Culture: Experience London 30 lessons (25 hours) per week

30
Lessons

Minimum Age	Lessons (2)	Maximum Class Size	Minimum Course Level	Minimum Course CEFR Level	Course Length (weeks)	Starting Date	Finishing Date	Excursions
40	30*	10	Intermediate to Higher Intermediate	B1-B2	2	18 Apr (1) 07 Aug 02 Oct	28 Apr 18 Aug 13 Oct	6 Half-day 1 Full-day

*Including 20 classroom lessons plus 10 lessons around London.

Calendar 2017			
Jan	Tuesday	3	School re-opens
Apr	Friday	14	School closed - Good Friday
Apr	Monday	17	School closed - Easter Monday
May	Monday	1	School closed - May Day Holiday
May	Monday	29	School closed - Spring Holiday
Aug	Monday	28	School closed - Late Summer Holiday
Dec	Friday	15	School closes - Christmas and New Year
Jan 2018	Tuesday	2	School re-opens

Please note that there is no reduction in the course fees where a course includes a public holiday.

Key:

General English courses
Executive/special purpose courses
IELTS exam preparation courses
Cambridge exam preparation courses
Tailor-made courses
Courses for mature students

General Notes

Wimbledon School of English strictly adheres to the published age limits for courses, but reserves the right to accept students who are 15 years of age on the General English Course. Applications from students of 15 years of age are treated on a case by case basis.

In very rare circumstances, the stated maximum class size might be exceeded. If this does happen it will only be by one person and for a very limited period.

(1) When Monday is a public holiday, courses will start on the following Tuesday: January 03; April 18; May 02, 30; August 29

(2) 1 lesson = 50 minutes (24 lessons = 20 hours)

(3) All students will be required to pass the school exam entrance test before starting their examination course. Students cannot finish an examination course before the end date.

(4) These courses prepare students for Academic IELTS examinations

Timetable

Standard courses 24 lessons (20 hours) per week

All Levels			Beginners to Higher Intermediate		Higher Intermediate Plus to Proficiency	
Day	1st Session	2nd Session	3rd Session		3rd Session	
Monday	09:15 - 10:55	11:15 - 12:55	13:55 - 14:45	14:55 - 15:45	Free	Free
Tuesday	09:15 - 10:55	11:15 - 12:55	Free	Free	13:55 - 14:45	14:55 - 15:45
Wednesday	09:15 - 10:55	11:15 - 12:55	13:55 - 14:45	14:55 - 15:45	Free	Free
Thursday	09:15 - 10:55	11:15 - 12:55	Free	Free	13:55 - 14:45	14:55 - 15:45
Friday	09:15 - 10:55	11:15 - 12:55	Free	Free	Free	Free

Intensive courses 28 lessons (23 hours and 20 minutes) per week

All Levels			Beginners to Higher Intermediate		Higher Intermediate Plus to Proficiency	
Day	1st Session	2nd Session	3rd Session		3rd Session	
Monday	09:15 - 10:55	11:15 - 12:55	13:55 - 14:45	14:55 - 15:45	13:55 - 14:45 Options	14:55 - 15:45 Options
Tuesday	09:15 - 10:55	11:15 - 12:55	13:55 - 14:45 Options	14:55 - 15:45 Options	13:55 - 14:45	14:55 - 15:45
Wednesday	09:15 - 10:55	11:15 - 12:55	13:55 - 14:45	14:55 - 15:45	13:55 - 14:45 Options	14:55 - 15:45 Options
Thursday	09:15 - 10:55	11:15 - 12:55	13:55 - 14:45 Options	14:55 - 15:45 Options	13:55 - 14:45	14:55 - 15:45
Friday	09:15 - 10:55	11:15 - 12:55	Free	Free	Free	Free

English & Culture: Experience London, 20 classroom lessons + 10 London lessons (25 hours) per week

Day	1st Session	2nd Session	3rd Session
Monday	09:15 - 10:55	11:15 - 12:55	Free
Tuesday	09:15 - 10:55	11:15 - 12:55	Experience London
Wednesday	09:15 - 10:55	11:15 - 12:55	Experience London
Thursday	09:15 - 10:55	11:15 - 12:55	Experience London
Friday	09:15 - 10:55	11:15 - 12:55	Free
Saturday	(week one)	Full-day excursion	

Computer Based Examinations

Exam	Exam date	Exam	Exam date
Cambridge First	18 Feb, 20 May, 08 Jul, 22 Sep, 14 Oct	PET	29 Jul
Cambridge Advanced	11 Feb, 08 Apr, 01 Jul, 16 Sep, 21 Oct	PTE Academic	Every Wednesday
Cambridge Proficiency	18 Nov	BULATS	On Demand

Paper Based Examinations

See pages 2-3 for some of our paper based exam dates. For additional dates, please visit www.londonexams.co.uk

The London Exam Centre

- Part of Wimbledon School of English
- Prepare for and take your exam here in Wimbledon
- Test Centre for IELTS (Academic and General training)
- Test Centre for University of Cambridge English exams
- Paper based or Computer based exams – including IELTS, Cambridge First, Advanced, Proficiency, KET, PET, BEC, TKT, OET, TOLES, Trinity, BULATS and PTE Academic
- For dates, fees and further information please go to www.londonexams.co.uk



Academic Year Programmes (AYP) from 24 weeks

The Academic Year Programme is designed for long-term English language training. It provides excellent value for money and a flexible approach to your studies. Choose from a wide range of courses which will help you prepare for future study at a UK university or develop your business career. **Choose from Standard AYP (24 lessons per week) or Intensive AYP (28 lessons per week).**

Benefits:

- Create your own programme from any of our courses
- Discounted tuition fees
- Start any Monday (Level A2 and above - Beginners start on published dates: See page 2 for details)
- Flexible course length: 24 weeks or longer
- Regular tutorials with your teachers and advice from the Academic Management team
- Exam preparation at no extra cost
- Advice on university selection and application
- Flexible holiday break of up to 6 weeks (You can take 2 weeks holiday per 12 weeks of study)
- Detailed progress report
- Suitable for all levels (fixed start dates for beginners; see below)

Standard Academic Year Programme (AYP)

24 Lessons (20 Hours) per week

Standard course

Sample Programmes

24 Lessons

- Choose from:

Beginners General English
 General English
 Business & Professional English
 Cambridge Exams (First, Advanced and Proficiency),
 IELTS Preparation with Pre-Sessional Academic English
 Medical English

- Progress to a good level in all areas of English including grammar, vocabulary, speaking, listening, pronunciation, reading and writing
- Prepare for the exams needed to enter an English-speaking college or university
- Expect up to 2 hours self-study per day
- **See page 2 for all start dates.** Beginners classes start on 03 Jan, 27 February, 02 May, 12 June and 29 August

You will make your final choice when you arrive, in discussion with our Director of Studies.

Sample Programme 1



Sample Programme 2



Timetable as per Standard courses (see page 4)

Intensive Academic Year Programme (IAYP)

28 Lessons (23 hours 20 minutes) per week

Intensive course

Sample Programme

28 Lessons

- Choose 24 lessons per week:
 General English.
 Business & Professional English.
 Medical English.
 Cambridge English First, Advanced or Proficiency
 IELTS preparation with Pre-Sessional Academic English

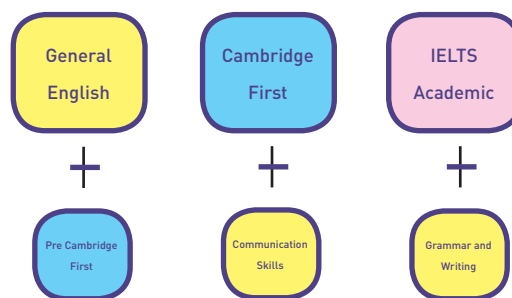
- Plus 4 options lessons per week:
 Communication Skills.
 Grammar and Writing.
 IELTS Preparation.
 Medical English.
 Executive Skills for Professionals with BEC Higher
 Cambridge English Pre-First or Advanced.
 English for Film Making and Social Media
(For more information on these courses see pages 9)

- or 28 lessons per week
 Intensive Cambridge English: First and Advanced Preparation
 English for Law with TOLES Preparation
*N.B. There is a supplementary charge to cover all examination fees.
 See page 2 for all start dates.*

- Progress to a good level in all areas of English including grammar, vocabulary, speaking, listening, pronunciation, reading and writing.
- Prepare for the exams you need if you plan to go to an English-speaking college or university
- Join any full-time standard course plus any of our options or a full-time intensive courses as part of your AYP at no extra cost
- Expect up to 2 hours self-study per day

N.B. We advise you to take the Pre-Sessional Academic English with IELTS preparation course at the end of your programme NOT at the beginning or in the middle, this will enable you to get the highest possible score in your IELTS exam. A Pre-Sessional course cannot be repeated.

You will make your final choice when you arrive, in discussion with our Director of Studies.



Timetable as per Intensive courses (see page 4)

Standard and Intensive courses

Our Standard courses will help you to improve all areas of your English: grammar, vocabulary, speaking, listening, pronunciation, reading and writing. You will have three afternoons free to explore London, do self-study or socialise with other students. You will have classes every morning, then depending on your level, you will study either Monday and Wednesday afternoons or Tuesday and Thursday afternoons. Friday afternoons are free for everyone. On the Intensive courses, you will study Monday to Friday mornings and Monday to Thursday afternoons.

Beginners

14 Class Size	24 Lessons	16 Min Age	A1 Min Level
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You will:

- Develop your basic English language skills and build your confidence when communicating in English.
- Learn the basic structures of English.
- Practise the language by doing pair work and role-plays.
- Focus on building your vocabulary
- Develop your reading, writing, listening and speaking skills.
- Have regular tutorials with your teacher to discuss your progress.
- Improve all areas of your English: grammar, vocabulary, speaking, listening, pronunciation, reading and writing.

General English

14 Class Size	24 Lessons	16 Min Age	A2 Min Level
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You will:

- Learn 'real' English using the latest course books and materials.
- Improve your writing skills by analysing and producing documents such as emails, formal and informal letters and reports.
- Have regular tutorials with your teacher to discuss your progress.
- Receive up to 2 hours of homework each evening.
- Learn, review and put into practice new language every day.
- Develop your communication skills by working with other students in activities such as role-plays, pair work and group discussions.
- Explore new techniques to help you improve your listening and reading.

Cambridge English: First, Advanced, Proficiency

14 Class Size	24/28 Lessons	16 Min Age	B2-C2 Min Level
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Internationally recognised as a reliable indicator of English language ability. These courses are designed and taught by experienced exam teachers.

You will:

- Benefit from a dedicated class that will prepare you for the First, Advanced or Proficiency examinations.
- Focus on developing exam strategies and techniques that will help you attain a good score in the examination.
- Receive up to 2 hours homework each evening.
- Do practice tests under exam conditions and receive feedback on your performance.
- Take the examination here at our exam centre.
- Have regular tutorials with your teacher to discuss your progress and study aims.

N.B **Cambridge First and Advanced** students may join the 13-week course up to two weeks after the start date provided that there is space on the course and their level is appropriate. **Cambridge Proficiency** examination classes will include some students who are not taking the examination.

IELTS Preparation with Pre-Sessional Academic English

14 Class Size	24 Lessons	16 Min Age	B1 Min Level
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This course not only prepares students for the IELTS examination, but also gives guidance on academic study techniques for use at an English-speaking university.

You will:

- Benefit from a dedicated class that will prepare you for the IELTS exam.
- Gain confidence in using the academic study skills needed to study at an English-speaking university or college.
- Have the opportunity to visit a university campus and attend a lecture.
- Take the Academic IELTS examination (if required) here at our exam centre.
- Have regular tutorials with your teacher to discuss your progress and study aims.
- Receive up to 2 hours homework each evening.

IELTS Express (Academic)

14 Class Size	24 Lessons	16 Min Age	B2 Min Level
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This fast, dynamic course prepares you for the Academic IELTS examination if you are planning to go to an English-speaking university or college. Before entering an exam preparation class, students must pass an entrance test.

You will:

- Make rapid progress by focusing on the academic skills & exam techniques necessary to attain a good score in the IELTS exam.
- Be taught by highly experienced teachers.
- Be studying with others who share the same goal as you, achieving the highest possible score in the exam.
- Have regular tutorials with your teacher to discuss your progress.
- Receive up to 2 hours of homework each evening.
- Do practice tests under exam conditions and receive feedback on your performance.

General Notes

(1) When Monday is a public holiday, courses will start on the following Tuesday: Jan 03; Apr 18; May 02, 30; August 29
1 lesson = 50 minutes (24 lessons = 20 hours 28 lessons = 23 hours and 20 minutes)

Business & Professional English

14 Class Size	28 Lessons	20 Min Age	B2 Min Level
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If you are preparing for a career in business or are already working and would like to move into an international setting, this is the course for you.

You will:

- Study a range of language associated to various business topics
- Improve your skills through presentations, role-plays & case studies
- Focus on writing different business documents such as minutes of meetings, letters, reports, emails and social networking
- Receive up to 2 hours of homework each evening
- Work with other students who are focused on improving their proficiency in business English
- Study real cases from current affairs, business papers and journals
- Have regular tutorials with your teacher to discuss your progress
- Focus on soft skills such as time management and problem solving

English for Law with TOLES preparation (Level 3)

14 Class Size	28 Lessons	20 Min Age	B2 Min Level
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English is an essential tool for anyone working in an international field including the field of law. This course will not only develop your English language skills within a legal context, but will also prepare you for the TOLES examination (Test of Legal English Skills).

You will:

- Study legal English in the context of a variety of areas of law, including commercial law and contracts, litigation process, property, employment, bankruptcy and insolvency.
- Visit a court of law and see a real trial.
- Listen to and analyse language used in lawyer-client interactions
- Study strategies and techniques so you know what to expect when taking the TOLES exam.
- Practise writing letters and memoranda on legal matters.
- Read a variety of legal documents such as letters of advice, meeting minutes, liquidated damage clauses & articles of association.
- Improve your ability to participate in situations typical of legal practice, through role-play and simulations.
- Have regular tutorials with your teacher to discuss your progress.
- Receive up to 2 hours homework each evening.

N.B. Preparation for TOLES level 3 takes place in week 4 of the course and can be taken separately without completing the first 3 weeks. However the exam requires knowledge of essential international legal terminology and an advanced level of English. There is a supplementary charge of £150 for this course to cover the examination fee. TOLES is a written exam which tests reading and writing.

Medical English

14 Class Size	24/28 Lessons	20 Min Age	B2 Min Level
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This concise course is designed for Medical Professionals. You will develop your English language skills in a variety of contexts, increasing your confidence when communicating with patients and their families as well as with colleagues. Guidance for OET (Occupational English Test), combined with a study plan, can be included for those taking the test. For further information, go to the <http://www.occupationalenglishtest.org>

You will:

- Study the language of medicine in various contexts
- Learn to communicate effectively with patients and colleagues
- Increase your awareness of specialised terminology
- Analyse real case scenarios
- Learn how to deal with challenging situations
- Visit one of London's excellent hospital museums
- Have tutorials with your teacher to discuss progress and future plans

English and Culture: Experience London

10 Class Size	30 Lessons	40 Min Age	B1 Min Level
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This course is intended for more mature students wishing to combine learning English with spending time getting to know London and British culture. Lessons take place every morning, with excursions on Tuesday, Wednesday and Thursday afternoons with your teacher, plus one full day excursion on Saturday.

You will:

- Study with other mature students who have an interest in learning more about London and British culture
- Learn about the places you are visiting through structured morning lessons
- Study functional language with an emphasis on fluency. Learn useful topic-based vocabulary
- Excursions may include a guided tour, a trip to a place of interest in or outside of London and a traditional English cream tea.
- Learn about different aspects of British culture, including customs, etiquette and behaviour, the British class system, art, architecture, the history behind famous gardens, music and food
- Visit famous, historical places such as English stately homes and castles, gardens, museums, galleries and places of cultural interest.

Students who are not at the correct level may take a combination of General English in the morning and English & Culture in the afternoon. The price for this is the same as for the full-time English & Culture course. Excursions will be decided by the teacher in collaboration with the group.

One-to-One & Two-to-One

2 Class Size	Flexible Lessons	16 Min Age	A1 Min Level
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For more specialised study we can arrange One-to-One or Two-to-One courses, where students work intensively with their teachers. Courses will be designed based on input from the students themselves in the form of a needs analysis, which is carried out before the beginning of the course. As the course progresses, it can be adapted to match students' development and changing requirements. Students will be given the opportunity to express their knowledge and expertise, and will be encouraged to bring to the sessions any current projects they may be working on.

You will:

- Follow a course of study designed to meet your exclusive needs.
- Learn necessary skills to express yourself in an international environment.
- Use a variety of materials directly related to your profession.
- Have extended practice in all English language skills.
- Learn a range of study skills to enable on-going language development.

On Demand English for Specific Purposes (ESP) & Specialist Closed Groups

Flexible
Timetable

In addition to our Business & Professional English, Medical English and Legal English Programmes, we also offer tailor-made courses for groups and individuals in the following areas:

- Aviation
- Oil & Gas Production
- Medicine
- The Military
- Presentation and Soft Skills
- Finance (with optional preparation for the ICFE examination)
- Management
- Journalism
- Teacher Training
- Exam Preparation

Over the years we have designed and run courses for companies and organisations such as Hitachi, UBS, the Italian Airforce, the Finnish Association of Journalists and the Omani Ministry of Justice. For further information or to discuss a possible course, please contact our Academic Director, Fiona Dunlop (fiona@wimbledon-school.ac.uk)

BENEFITS

On these courses you will:

- Be trained in how to apply your existing knowledge to an international environment.
- Read a wide variety of articles and documents related to your professional field.
- Work with other students whose background is similar to your own.
- Practise role-plays and simulations.
- Examine case studies taken from current journals.
- Study a range of industry-specific language applicable to your professional life.
- Learn study skills for ongoing development.

KEY FACTS

Minimum age:	18
Lessons per week:	Flexible
WSE course level:	All levels
Course length (weeks):	1 and above
Start date:	On request
Minimum group size:	3

Groups at WSE

Every year we welcome groups from all around the world, creating tailor-made packages to suit their needs. Our groups have different options for study, they can join international classes, study in closed groups towards a specific goal, or a combination of the two.

Benefits:

- One free group leader place for every 12 students
- Additional social activities organised upon request
- Airport transfers provided
- Travel cards available on request
- Lunches organised upon request
- Homestay accommodation close to the school
- Progress reports available upon request
- Certificate of attendance
- Leaving ceremony
- Dedicated member of staff to manage your booking
- University and company visits subject to availability
- Take internationally recognised exams such as IELTS, Cambridge English, Trinity, Pearson and OET.

INTERNATIONAL CLASSES
Only available on advertised courses
Start any Monday for General or Business English
Fixed timetables (24 or 28 lessons)
Join classes with students from other countries
Suitable for mixed level groups. Students assessed on arrival
Students can join all school-based social activities
16+ only

CLOSED GROUPS
We design the course with you
Work towards specific language goals
Exam preparation outside of fixed course dates
Only suitable for groups with similar level
Students can join all school based activities
14 and 15 year olds welcome
Flexible timetable including mornings only

For further information, please contact our Sales, Marketing and Groups Manager, Kieran Hayde at marketing@wimbledon-school.ac.uk

Options Courses

Our Options courses give you the opportunity to improve your General English and, at the same time, study other specialist areas of English. Combine your standard course (24 lessons a week) with one of the specialist courses (4 lessons a week) detailed below to expand your knowledge of English to meet your individual needs and interests.

Basic Communication Skills

Level Beginner to Pre-Intermediate (A1 - A2)

This course is for Beginner level students and those whose grammar level is Pre-Intermediate but have weak speaking skills.

You will:

- Be introduced to techniques to improve your pronunciation.
- Be trained in recognising and using intonation patterns.
- Receive guided practice in a range of conversational situations.
- Build your confidence by practising common social expressions.

Communication Skills

Level Pre-Intermediate to Advanced Plus (A2-C1)

This course is intended for you if you would like to improve your pronunciation and conversation skills.

You will:

- Focus on pronunciation, intonation and stress.
- Improve your accuracy and fluency in spoken English.
- Learn and practise new language in a variety of social situations.
- Take part in discussions, role-play, pair work and group work.

Grammar and Writing

Level Pre-Intermediate to Advanced Plus (A2-C1)

This course is for you if you wish to improve your writing skills and discuss problems you may have with particular grammar points.

You will:

- Identify your specific grammar and writing weaknesses and acquire new techniques to correct them.
- Do plenty of written practice & receive feedback to help you improve
- Focus on a different area of grammar each week
- Integrate accurate grammar use into various writing styles.

One-to-One or Two-to-One

Level All levels (A1-C2)

One-to-One or Two-to-One classes are carefully designed to meet the needs and interests of each student. If you choose to book Two to One classes, you must book together with a friend.

You will:

- Study with a personal tutor.
- Have a personalised study programme planned especially for you.
- Make rapid progress in areas of English important to you.
- Work on the areas you wish to improve such as grammar skills or a specialist area such as Business English.

Cambridge English: Pre- First Preparation

Level Higher Intermediate (B1-B2)

This course is for students who are considering taking the Cambridge First exam in the future, but whose level is not yet high enough to follow a Cambridge First exam preparation course.

You will:

- Learn about the Cambridge English First exam format.
- Discover where your language skills most need to improve.
- Receive guided practice in a range of conversational situations.
- Practise reading, writing, listening & speaking in the exam context.
- Be introduced to exam techniques and strategies.

Cambridge English: Advanced Preparation

Level Higher Inter. Plus to Advanced (B2-C1)

This course is for those students who are not able to commit to a full-time exam course but wish to receive grounding in the Cambridge English Advanced.

You will:

- Learn about the Cambridge Advanced examination format and develop strategies to tackle each question type.
- Practise reading, writing, listening & speaking in the exam context.
- Be given Cambridge Advanced examination practice.
- Review grammar & vocabulary required for the use of English sections.

IELTS Preparation (Academic)

Level Pre-Intermediate to Advanced Plus (A2-C1)

This course is for you if you are planning to go on to take the IELTS (Academic) examination, study Academic English, or study in a British university or college.

You will:

- Gain a good foundation in academic study skills while improving your academic English at the same time.
- Learn techniques to help you achieve a good score in the IELTS (Academic) examination.
- Focus on language skills to help with each part of the exam.
- Be given examination practice with feedback so you can identify and develop the areas where you are weakest.

English for Film Making and Social Media

Level Higher Intermediate Plus (B2-C2)

This course is ideal for those studying or working in media and wish to improve their English in this field.

You will:

- Learn how to use apps to make short films and study storyboarding and scriptwriting.
- Study ways to give and receive constructive criticism in reviews.
- Analyse blogging styles and different social media platforms.
- Learn essential vocabulary for film making and social media.

Medical English

Level Higher Inter. Plus to Proficiency (B2-C2)

This course is for those studying or working in medicine and wishing to communicate more effectively with colleagues and patients in a variety of contexts. Minimum age is 20.

You will:

- Study language associated with a range of medical situations.
- Learn specialised terminology.
- Focus on interpersonal skills relevant to your field.
- Study the language of Patient/Doctor communication.

Executive Skills with BEC Higher

Level Higher Int. Plus to Proficiency (B2-C2)

This course is designed for business professionals who strive for greater effectiveness in the workplace. Minimum age is 20.

You will:

- Improve soft skills such as problem solving, time management, communicating effectively and giving presentations.
- Look at intercultural communication & techniques for people management.
- Build your confidence in networking and socialising in international business contexts.
- Receive a study plan and exam strategies to help you prepare for the Cambridge BEC Higher examination (optional) - held on 20th May and 18th Nov 2017.

Self-Study

We are committed to helping you achieve your language goals so we have developed a number of self-study resources which will support you before, during and after their course.

e-wimbledon Free from 3 months before you start until 3 months after you finish

e-wimbledon is WSE's online blended learning platform and is available free of charge to all our students.

On e-wimbledon, you can access:	e-wimbledon: before your course:	e-wimbledon: after your course:
<ul style="list-style-type: none"> Your individual study plan A record of your tutorials with your teachers Hundreds of lessons based on English language news websites Exam practice for Cambridge First, Advanced, Proficiency and IELTS Updates about activities in the school Useful information about the school and local services Links to social programme activities and the chance to register online. 	<ul style="list-style-type: none"> Take an online grammar test on e-wimbledon Gain immediate access to a detailed study plan appropriate to your level e-wimbledon will identify your weak areas and will set relevant grammar exercises to support your learning. 	<ul style="list-style-type: none"> Receive a study plan at your new level to continue practising what you've learnt New Flashpoint lessons available every week - lessons based on real news articles Keep a record of all your work and progress reports. Stay in touch with the school.

Study Centre

The Study Centre at WSE is available to students every afternoon, and the Study Centre Manager – one of our senior teachers - is available every day from 13.30–16.30 to offer free help and advice.

In the Study Centre, you can:

- Receive help to set up a personalised study plan
- Access e-wimbledon
- Ask for advice on any English language problem you might have
- Practise exam techniques using past papers
- Use a range of computer programs (including Macmillan English Campus, see below) to improve your language skills
- Borrow books, DVDs and CDs for use at school or at home
- Use the reference library
- Receive guided self-study for specialised examinations (see below)
- Find a quiet space to do your homework

After your course

The Study Centre Manager can give advice about the best websites and other resources you can use to keep studying after you have gone home. You will also receive our 'Keeping up your English' leaflet with useful advice on extra study materials to maintain your new skills.

Macmillan Campus

If you have enjoyed using Macmillan English campus, you can purchase a year's subscription so you can access it wherever you are: On Macmillan English Campus, you can access:

- Activities to improve grammar and vocabulary
- Exam practice materials
- Exercises to improve all four language skills
- A clear and informative online dictionary
- News articles with tasks graded for all levels
- Tests for you to measure your progress

Guided Self-Study for Specialised Examinations - Free in the Study Centre

Our Study Centre Manager can provide you with details of all major English language tests and examinations. A study plan can be designed to last between 1 and 12 weeks and will require 6 hours of personal study per week. You can prepare for:

<p>TOEIC Exam not available in the UK. Visit www.ets.org for more information</p>	<p>TOEFL Visit www.ets.org for exam dates</p>	<p>BEC Higher For exam dates see page 3</p>	<p>BULATS Exam available on demand</p>
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Other guided self-study options are available upon request. If you would like to discuss your personalised self-study plan, please contact shanel@wimbledon-school.ac.uk

Don't forget you can stay in touch with the school via Facebook, Twitter and Instagram. We'd love to hear from you!



Levels

Wimbledon School of English Levels	Beginners	Pre Intermediate	Intermediate	Higher Intermediate	Higher Intermediate Plus	Advanced	Advanced Plus	Proficiency			
Common European Framework	A1	A2	B1	B2		C1		C2			
Cambridge equivalent exam score	KET		PET	First		Advanced	Proficiency				
IELTS equivalent exam score	3	3.5	4	5	5.5	6	6.5	7	7.5	8	8.5
BEC equivalent exam score	BEC Preliminary			BEC Vantage			BEC Higher				
Trinity Graded Examination in Spoken English (GESE)	Grade 2	Grades 3 - 4	Grades 5-6	Grades 5-6		Grades 10-11		Grade 12			
Trinity Integrated Skills in English (ISE)	ISE Foundation			ISE I	ISE II		ISE III		ISE IV		
PTE equivalent exam score	20	35	48	62		80		85			
TOEFL IBT equivalent exam score	56-86			87-109		110-120					
TOEIC equivalent Reading and Listening score	120	225	550	785		945					
TOEIC equivalent Speaking score	50	90	120	160		200					
TOEIC equivalent Writing score	30	70	120	160		200					

Common European Framework

CEF - WSE Levels	Listening / Speaking	Reading	Writing
A1 Beginners	Can understand basic instructions or take part in a basic factual conversation on a predictable topic.	Can understand basic notices, instructions or information.	Can complete basic forms, and write notes including times, dates and places.
A2 Pre-Intermediate	Can express simple opinions or requirements in a familiar context.	Can understand straightforward information within a known area, such as simple textbooks or reports on familiar matters.	Can complete forms and write short simple letters or postcards related to personal information.
B1 Intermediate	Can understand the main points of familiar matters, with enough language to get by in everyday situations.	Can understand non-complex, routine information and articles.	Can write simple letters/texts on familiar topics with reasonable accuracy and express personal ideas and opinions.
B2 Higher Intermediate	Can understand and express ideas with some fluency and reasonable accuracy in everyday contexts.	Can understand the general meaning of non-routine information within a familiar area.	Can produce longer texts, with paragraphs using a range of structures with a fair degree of accuracy.
B2+ Higher Int. Plus	Can understand and express opinions on abstract/cultural matters in a limited way or offer advice within a known area and understand instructions or public announcements.	Can understand the main ideas of a complex text on both concrete and abstract topics.	Can produce a clear, detailed text on a wide range of subjects and give advantages and disadvantages of various options.
C1 Advanced	Can understand and express feelings, opinions and ideas with sufficient clarity to work in an English-speaking environment.	Can scan texts for relevant information and understand detailed instructions or advice.	Can make reasonably clear notes while someone is talking or write a letter including non-standard requests.
C1+ Advanced Plus	Can contribute effectively to meetings and seminars within own area of work and keep up a casual conversation with a good degree of fluency, coping with abstract expressions.	Can read quickly enough to cope with an academic course, read various media for information and understand non-standard correspondence.	Can prepare/draft professional correspondence, take accurate notes in meetings or write an essay which shows a highly effective ability to communicate.
C2 Proficiency	Can advise on or talk about complex or sensitive issues, understand colloquial references and deal confidently with hostile questions.	Can understand documents, correspondence and reports, including the finer points of complex texts.	Can write letters on any subject and full notes of meetings or seminars with good expression and accuracy.

A-Levels

Cambridge Tutors College, London

If you need to take A-levels before going to University, we recommend our International College Partner Cambridge Tutors College, London.

Cambridge Tutors College (CTC) is located in the South London borough of Croydon, only 30 minutes by tram from Wimbledon and 20 minutes by train from central London. CTC was founded in 1958 by a graduate of Cambridge University and has steadily grown into an international college of academic excellence which educates over 250 students from around 30 different countries. CTC offers 2-year and 18-month A level courses as well as a one-year GCSE programme.

Cambridge Tutors College is a Tier 4 sponsor and Wimbledon School of English is their official UKVI partner. This means that students can apply for a Tier 4 visa for Cambridge Tutors College and include a Pre-Sessional English language preparation course at Wimbledon School of English. If you wish to take this option please tell Cambridge Tutors College when you apply.

CTC is consistently placed in the top 10% of the annual Financial Times Top 1000 Schools list. Around 75% of students gain entry into their first-choice university including Cambridge, Oxford, University College London and the London School of Economics.

They offer a very high level of care, guidance and advice to their students and a wonderful opportunity to progress and excel in a warm and friendly international community.

Principal: Dr Chris Drew
principal@ctc.ac.uk

Telephone +44 20 8688 5284
Fax +44 20 8686 9220
Email info@ctc.ac.uk
Website www.ctc.ac.uk

University Pathways

If you would like to continue your studies at a university in the UK at foundation, undergraduate or postgraduate level, our Academic Managers will help you to find the best course. Improve your English at WSE, then progress to international foundation, international first year, pre-masters programmes and undergraduate and postgraduate degrees. All foundation programmes are specifically designed for international students, ensuring you are fully prepared to succeed at a UK university.

We have strong links with several London universities and offer pathways onto programmes at the following:



Kingston University London

- Undergraduate & Postgraduate degrees in the following subject areas: Business & Management, Art & Design, Engineering, Science, Computing and Social Sciences

Contact: international@kingston.ac.uk
T: +44 20 8417 3411
www.kingston.ac.uk/international



Queen Mary University of London

- International Foundation Programme in Humanities and Social Sciences
- Science and Engineering Foundation Programme
- Pre-Masters Graduate Diploma in Humanities and Social Sciences
- Pre-Masters Graduate Diploma in EAP and Economics & Finance

Contact: foundationprogrammes@qmul.ac.uk
T: +44 20 7882 5555
http://language-centre.sllf.qmul.ac.uk/



SOAS University of London

- ICC Foundation at SOAS
- FDPS Pre-masters at SOAS
- ELAS English Language and Academic Studies

Contact: ifcels@soas.ac.uk
T: +44 20 7898 4800
www.soas.ac.uk/ifcels

English Plus Unpaid Internship - For EU, EEA and Swiss nationals only

This programme is ideal for students and young people, aged between 18 & 32, who would like to take an unpaid work placement after their English language course, and gain valuable work experience in their chosen profession and sector.

The school works together with a specialised, highly experienced agency to arrange the programme. We offer a range of options for the internship, including:

REGULAR PLACEMENTS include:	
● Business Administration	● Marketing
● Chef	● PR
● Digital Marketing	● Tourism
● Fashion	● Museums & the Arts
● Graphic Design	● IT
● Hospitality	● Events Management
● Web Design	● Electrician
● Educational Administration	
Minimum placement: 4-12 weeks, depending on the sector Maximum placement: 24 weeks Fees: 4-16 weeks £380 Supplement for a placement of 17+ weeks: £120 Cancellation charges apply	

SPECIALIST PLACEMENTS include:	
● Architecture	
● Broadcast Media	
● Engineering	
● Finance	
● Law	
● Advertising	
● Magazine Publishing	
● IT programming	
Minimum placement: 12 weeks Maximum placement: 24 weeks Fees: 12-16 weeks £440 Supplement for a placement of 17+ weeks: £170 Cancellation charges apply	

For other specialist placements, please enquire info@wimbledon-school.ac.uk

- Minimum age: 18 Maximum age: 32
- Minimum study period at WSE before the internship placement: 4 weeks
- Minimum level at start of internship placement: IELTS 5.0 or above, depending on the sector
- For most placements, students must be either university graduates or undergraduates
- Location: UK wide including London, Brighton, Manchester, Edinburgh, Oxford and Bournemouth
- Accommodation: our internship partner can help you find accommodation through their partner accommodation agencies.

For the English Plus Unpaid Internship Programme we must receive the application 3 months before the placement start date, and all documents at least 10 weeks before the placement start date.

We cannot process any bookings for this programme until we have received the placement deposit of £360

Visas

Do I Need a Visa?

EU/EEA/Switzerland – no visa needed	
Under six months	Visa nationals – you are required to get a visa before leaving your country (pre-entry clearance). You can apply for a Student Short-term Study Visa 6 months (Short-term Study Visa Child if under 18).
	Non-visa nationals – you are required to get a visa, but you can get a Short-term Study Visa on arrival in the UK. Make sure the Immigration Officer gives you the correct stamp in your passport.
Six to eleven months	Visa nationals & Non-visa nationals - you are required to get a visa before leaving your country (pre-entry clearance). You can apply for an Short-term Study Visa 11 months depending on your needs and age.

If you are not sure of your visa status please visit: <http://www.gov.uk/check-uk-visa>

Which Visa?

Short-term Study Visa (6 month visa)	Short-term Study Visa (11 month visa)
Valid for courses of up to 6 months No work allowed No visa extensions allowed All levels are allowed Minimum age: 18 (under 18s need a short-term Study Visa Child)	Valid for courses of 6 to 11 months (N.B. English language only) No work allowed No visa extensions allowed All levels are allowed Minimum age: 18

You can apply for a visa up to 3 months before your date of travel to the UK. You should get a decision on your visa within 3 weeks.

For details and an application form for a Student Short-term Study Visa 6 or 11 months, please go to <https://www.gov.uk/study-visit-visa/overview>

For information on applying in your country go to: <https://www.gov.uk/find-a-visa-application-centre>

For further information and an application form for a Child Visitor Visa please go to: <https://www.gov.uk/standard-visitor-visa/if-youre-under-18>

If you are confused, please contact your agent or the school. This information can change without prior notice.

N.B. Wimbledon School of English has chosen NOT to be a Tier 4 Sponsor and so cannot issue a CAS for a Tier 4 visa.

Accommodation Options

Room type, services & facilities	Homestay				Student House Share*			Residence
	Standard HB £185 BB £145	Standard Plus HB £215 BB £175	Superior HB £245 BB £205	Independent £130	Kings Lodge Superior £245 - £280	Queens Lodge Superior £245 - £280	Standard & Standard Plus Student Houses £150 - £240	Catholic Hostel £115 - £150
Minimum age	16	16	16	18	18	25	18	18 - 27
Minimum stay (weeks)	1	1	1	1	2	2	2	2
Single room	✓	✓	✓	✓	✓	✓	✓	✓
Twin room	✓	✓	✓		✓			✓
Double room					✓			
Meal plan	HB, BB	HB, BB	HB, BB	SC	SC	SC	SC	BB
Private bathroom		✓	✓		✓	✓	Some	Some
Walking distance	Some		✓	Some	✓	✓		
TV in room			✓		✓	✓		
Internet access	Free Wi-Fi				Free Wi-Fi			Free Wi-Fi
Bed linen provided	✓	✓	✓	✓	✓	✓	✓	
Towels provided	✓	✓	✓	✓				
Cleaning	✓	✓	✓	✓	Daily	Daily	Weekly	Communal areas only
Use of kitchen				✓	✓	✓	✓	✓
Smoking	Some	Some	Some	Some	No	No	No	No

There is no charge for Wi-Fi in any of the accommodation.

HB = Half board (Breakfast & Dinner) BB = Bed & Breakfast SC = Self-catering

- Twin/Double rooms are available only for 2 students travelling together
- Booking for Student Houses is from Saturday to Saturday only
- BB homestay: Minimum age 18
- Independent: Minimum age 18
- Walking distance = up to 25 minutes from school

Standard = Shared facilities with family, walking or bus/underground/train journey from school - maximum 25 minutes

Standard plus = Private bathroom, bus/underground/train journey from school - maximum 25 minutes

Superior = Private bathroom, up to 25 minutes' walk from school

***N.B. To check availability in one of our student house shares, please contact our Accommodation Manager Julie Ransley: julie@wimbledon-school.ac.uk**

Homestay

Most homestay accommodation is in single rooms, but we can provide twin rooms for 2 people booking together. Meal options are:

- Breakfast and dinner (HB)
- Breakfast only (BB - N.B. no use of kitchen). Minimum age 18
- Independent (SC; you can use the kitchen to prepare your own meals). Minimum age 18

Homestay providers can be very different but they have two things in common:

- A genuine desire to welcome people into their homes and lives.
- A clean and comfortable home.

Students should not expect a replica of their own home. Homestays offer a taste of Britain and students may have to adapt to different homestay environments while they are in the UK. Students should also remember that the UK has a rich history and is proud of its cultural diversity. Our homestay providers are a reflection of our society and come from different backgrounds, every age group and different socio-economic groups. We do not discriminate but welcome all homestays that fit our basic criteria. London is a multi-ethnic society and some homestay providers are not of English origin but all speak English to native speaker standard. We try to match students with homestays and to find the right homestay for everyone.

- It is important to book early and to tell us about your requirements, e.g. diet, smoking, children and pets.
- There will be no more than 4 students in the family.
- You may arrive and leave the homestay accommodation on a Saturday or Sunday night.

N.B. There is an additional charge for an extra night.

Please note:

- Most British people (about 80%) are non-smokers.
- Most British people have pets – usually a cat or a dog.
- If you are in bed and breakfast or independent homestay you will not have so much opportunity to practise your English as you may not be sitting down for a meal with your host(s).
- The maximum journey time from homestay to school is 25 minutes by bus, 2 stops on the underground or 2 stops on the train (July and August there may be 3 stops).

Superior Student Houses - Kings Lodge (9 bedrooms) & Queens Lodge (6 bedrooms)

The rooms are bright and well decorated and equipped with TVs. All bedrooms are ensuite or have a private bathroom.

- Communal Facilities**
- A large, well-equipped kitchen/dining/seating area with all facilities including cooker, microwave, dishwasher, fridge/freezer, TV & DVD player.
 - Laundry room with iron, washing machine & clothes dryer.
 - Outside garden.
 - Wi-Fi access throughout the building.
- Meals**
- The kitchens are large and well equipped.
- Services**
- Please bring your own towels.
 - Bedding is provided.
 - Communal areas are cleaned daily and study-bedrooms and bath/shower rooms are cleaned weekly

Standard & Standard Plus Student Houses

Student house	Standard Room	Ensuite Room
Haynt Walk 1	5	2
Haynt Walk 2	6	4
Cherrywood	6	N/A
Malcolm Road	6	1

Each bedroom in the Student Houses is bright and well decorated.

- Communal Facilities**
- Modern kitchens equipped with cookers and washing machines.
 - Sitting/dining rooms.
 - Gardens.
 - Shower rooms.
 - Wi-Fi access throughout the buildings.
- Meals**
- The kitchens are well equipped.
- Services**
- The houses are cleaned once a week.
 - Please bring your own towels.
 - Bedding is provided.

Please note that in all Student House accommodation :

- We do not allow smokers to stay in any of our student house-share accommodation.
- There is no member of staff in the house-share.
- There is a charge for late or Sunday check-in.
- We cannot check students in after 8pm.
- Student House Share accommodation is from Saturday to Saturday only
- Check-in Saturday 13: 00 to 17.00 and Check-out 10.00 to 12.00
- There is a £300 deposit for all Student Houses. This deposit is refundable if there has been no damage or issues
- We can hold a room in one of the Student Houses for up to 48 hours
- Please give a first and second choice for all accommodation options

Struan House Catholic Hostel - Female only residence (18 - 27 years)

(Religious of Mary Immaculate) Situated very near the famous Wimbledon Lawn Tennis Club and only 2 minutes from Southfields Station (only 2 stops on the underground from Wimbledon) this is a very safe, budget-priced residence for girls only. Everything is light, modern and clean. The hostel can accommodate up to 60 girls in single or twin study bedrooms, some ensuite. The shared rooms are on 2 separate floors connected by a staircase; one girl sleeps on the top floor and one on the bottom floor. Breakfast is provided; other meals are self-catering.

- Facilities**
- Large, well equipped kitchens.
 - TV room.
 - Coin operated laundry room.
 - Library.
 - Visitors' room.
 - Internet access.
 - Gym.
- Please note:**
- The Hostel is for unmarried women only.
 - All girls must be home by:
11pm Sunday to Thursday
12am Friday & Saturday
 - Towels and bed linen are not provided.
 - You are responsible for cleaning your own room.
 - Upon arrival, you pay a deposit of two weeks in cash only. This will be returned on the day of your departure, subject to an inspection of your room by the sisters.

Self-catering Houses, Flats and Apartments

If you would like to rent a house or flat in Wimbledon then we suggest you contact Foxtons, a local estate agent, or the Apartment Service. The minimum period you would be able to rent a house or flat for is normally 6 months, but shorter periods can be arranged with the Apartment Service

Corporate Services, Foxtons
T: +44 (0)20 7893 6198
F: +44 (0)20 3249 4017
www.foxtons.co.uk

The Apartment Service, with more than 30 years experience, is the largest European provider of cost effective and flexible temporary accommodation solutions worldwide. In Wimbledon they offer three locations with luxury fully furnished serviced apartments, close to all amenities and public transport. For more information, please visit: www.apartmentservice.com

airbnb.co.uk is a website featuring homes, apartments, host families and B&B providers.

Hotels and Guest Houses

There are a number of very nice hotels and guest houses in Wimbledon. The following are a selection:

The Justin James Hotel
(next door to the school)
www.justinjameshotel.com
or call +44 (0)20 8947 4271

The Wimbledon Hotel
(5 minutes walk)
www.wimbledonhotel.com
or call +44 (0)20 8946 9265

The Rose & Crown Hotel
Wimbledon Village
(10 minutes walk)
www.roseandcrownwimbledon.co.uk
or call +44 (0)20 8947 4713

The Dog & Fox Hotel
(10 minutes walk)
www.dogandfoxwimbledon.co.uk
or call +44 (0)20 8946 6565

Antoinette Hotel Wimbledon
The Broadway
Wimbledon (15 minutes walk)
www.antoINETTEHOTEL.com/wimbledon.html
or call +44 (0)844 567 8955

Travel Lodge - Raynes Park
(25 minutes walk)
www.travelodge.co.uk
or call +44 (0)871 559 1871

Goodenough Guest House
(10 minutes walk)
www.goodenoughguesthouse.co.uk
or call +44 (0)2087 157945

Marple Cottage
(15 minutes walk)
www.marple-cottage.co.uk
or call +44 (0)2089 471487

Please note:

The school is not responsible for the flats, hostels, apartments, hotels & guest houses listed. If you wish to stay in a self-catering flat, house, hotel or guest house, please book directly. The school is not able to reserve this accommodation for you. Please ask if you would like a list of hotels & guest houses in Wimbledon.

Insurance

Before you arrive in the UK, we strongly recommend that you take out insurance for your own financial and personal security.

You can take out your own insurance or take out the International Student Policy offered by Endsleigh Insurance Services Limited, which has been specially designed for overseas students studying in the UK.

The International Student Policy covers:

- emergency medical expenses
- repatriation
- cancellation or curtailment charges
- personal money, passport and documents
- baggage
- course fees
- personal liability
- legal expenses

N.B. It is advisable to take out your student insurance at the time of booking your trip, as cover will commence for pre-departure cancellation from the policy issue date. This will, therefore, provide cover should you have to cancel your course for an insured reason such as illness or serious accident preventing you from travelling.

Fitness Centre

The School has a special arrangement for a reduced membership fee at Nuffield Health in central Wimbledon. Facilities include an indoor heated swimming pool, fully equipped gym, sauna and cafe. At the time of print, monthly membership costs £63* per month (please note that prices may change) with a minimum 3 month contract. The membership fee includes free classes such as Aerobics, Dance, Yoga and Pilates. If you are interested in this service, please ask in Reception to organise a free trial.

Airport transfer

The School is able to arrange for our students to be met at any of the London International Airports or St. Pancras International Station. Please send your flight details at the school at least 4 days before arrival. Flight details must be sent in writing by email. Our representative will wait for a maximum of 2 hours after the arrival time given.

British Council Publishable Statement

"This private language school offers courses in general, academic and professional English for adults (16+) and for closed groups of under-18s/ adults (16+). Strengths were noted in the areas of staff management, student administration, quality assurance, publicity, premises and facilities, learning resources, academic staff profile, academic management, course design, learner management, teaching, care of students, accommodation, leisure opportunities and care of under-18s. The inspection report stated that the organisation met the standards of the Scheme."

If you would like to see the publishable statement for Wimbledon School of English, please go to:

https://www.britishcouncil.org/sites/default/files/wimbledon_soe_full_2014_post_review.pdf

If you would like to see the recent 2016 publishable statement for the WSE Junior Summer Centre, please go to:

https://www.britishcouncil.org/sites/default/files/wimbledon_summer_school_spot_2016_revised.pdf

Terms & Conditions 2017

Wimbledon School of English Terms & Conditions are binding on all students, regardless of whether the booking is direct, or through a representative.

Age

1. The minimum age for individual students is 16 years. The minimum age for students in closed groups is 14 years. There is no maximum age.
2. **Please note: 16 & 17 year old students are not supervised except in lessons and on class excursions.**
3. Wimbledon School of English strictly adheres to the published age limits for courses, but reserves the right to accept students who are 15. Applications from students aged 15 are treated on a case by case basis. All 15 year olds must be here as part of a group.
4. Under 18s: Please read our 'Notes to parents and guardians of under 18s' www.wimbledon-school.ac.uk/the-school/under-18s.php Parents or guardians of under 18s MUST send us a completed 'Under 18 parental consent form' before the student arrives in school. Students aged under 18 must abide by the curfew times and other rules as per this form. Failure to do so may result in their being sent home.
5. All group leaders with any under 18s in their group must provide us with a police 'certificate of good conduct' or 'certificate of criminal record' from their country of residence.

Payment and Bookings

1. A place in classes at WSE is guaranteed once we have received your full payment.
2. There is a supplement of 3% on ALL payments made by credit card, including tuition and examination fees.

EEA students

Please note that letters of acceptance and accommodation details are normally sent via e-mail and cannot be issued until we have received:

- I. Registration fee.
- II. Tuition fees deposit £300.
- III. Accommodation deposit of £300 for host family accommodation or 4 weeks' accommodation fees for student house-share and residential accommodation if applicable. (This will be deducted from your subsequent payment of accommodation expenses)

Non-Visa Nationals, and Visa Nationals

1. Please note that for students applying for a Short Term Study Visa, original letters of acceptance are sent by post and other details including accommodation are normally sent via e-mail.
2. No documents can be issued until we have received:
 - I. Registration fee.
 - II. Course materials fee.
 - III. Full tuition fees.
 - IV. Accommodation deposit of £300 for host family accommodation or 4 weeks' accommodation fees for student house-share and residential accommodation if applicable. (This will be deducted from your subsequent payment of accommodation expenses)

All Students

1. All fees are payable in pounds sterling or euros and payment can be made as follows:
 - I. By bank transfer directly to our account. Please note that all bank charges must be paid at source, otherwise the student will be charged on arrival. Please email or fax us a copy of the remittance advice. Please indicate the student's name on the remittance.
 - II. By cheque made out to Wimbledon School of English Limited.
 - III. By Visa or Mastercard, either in person at the school or by telephone prior to arrival. N.B. There is a supplementary charge of 3% for all payments by credit card. All credit card payments can only be in pounds sterling.
2. We can send letters by special delivery service (DHL) at extra cost.
3. The cost of course books is covered by the course materials fee. If you are taking a short exam course (under 9 weeks) you will need to buy an exam practice book.

Accommodation

1. All accommodation payments must be made through the school.
2. We cannot confirm a reservation for a room in one of our student houses until we have received 4 weeks' accommodation fees.
3. Accommodation is arranged for students only while they are studying full time at the school.
4. If you leave school early for any reason, you will be asked to leave your accommodation.
5. All accommodation is subject to availability and early booking is advisable.
6. Accommodation is only provided for students following full-time courses.
7. You must always indicate your first and second choice of accommodation on the enrolment form.
8. If the first choice of accommodation is not available the school will book your second choice.
9. If you decide to leave your accommodation early, you must give 7 days' notice in writing for homestay and 28 days' notice in writing for all student house and residential accommodation.
10. Refunds will only be made for full calendar weeks. This applies to all accommodation options.
11. Under special circumstances we may need to move you to alternative accommodation at short notice and the school reserves the right to do this. Although we will do our best to find you new accommodation in the same category as your original accommodation, we cannot guarantee this.
12. If you only book accommodation for part of your stay (e.g. you book 4 weeks accommodation but have enrolled on a 24 week course) and you decide to extend your stay in school accommodation, we cannot guarantee that there will be accommodation available, especially during busy periods. You will not normally be able to stay in the same accommodation. You should always book accommodation for the full length of your study period unless you have already booked private accommodation.
13. After 3 requests to change accommodation, Wimbledon School of English reserves the right not to provide further accommodation.
14. Any student who behaves in an unacceptable manner will be asked to leave their accommodation. We cannot guarantee that we will be able to find alternative accommodation.
15. If you book your own accommodation you must give your accommodation address and a contact telephone number to the Registrar before you come.
16. If you are in private accommodation and would like to move to WSE accommodation, we require 2 weeks' notice to find you suitable accommodation.

Homestay

1. The school's accommodation service acts as an agent in introducing course participants to hosts. The contract is between guest and host.
2. Homestay accommodation may be booked from Saturday/Sunday to Saturday/Sunday. If you wish to arrive or depart on a different day you must book hotel accommodation for the extra nights.
3. Host families cannot accept students between 23:00 and 07:00. If you have a late flight you will need to book a hotel for your first night.
4. If your homestay accommodation involves extra days, you will be charged a daily rate for up to 4 days. 5 or 6 days will be charged at the full weekly rate.
5. If you take any holiday during your stay and you are away from your homestay, you will be charged half of the weekly rate for accommodation for each calendar week of absence. This includes holiday taken over the Christmas period when the school is closed. Please give 2 weeks' notice in writing to Reception if you wish to take holiday from your homestay.
6. All accommodation payments must be made to the school. You should send the money to us at least 10 days before your arrival. N.B. If you wish to pay your accommodation by credit card (Visa, Mastercard) there is a surcharge of 3%.
7. If you are unhappy with your homestay accommodation, the school will relocate you to a new family as soon as possible (but see note 13 above)
8. The school can only book homestay accommodation for students studying here. If you wish to have a friend to stay with you for a few days you must arrange this with your host yourself. Your host may ask your guest to pay for their accommodation.
9. Please note: because of death, illness or other unforeseen circumstances it may be necessary to change your accommodation at very short notice before you arrive or once you are here and the school reserves the right to do this. We guarantee to provide accommodation for the period you have booked but not necessarily with the same family or in the same category of family for the whole period.

Please Note:

There is a £20 per week supplement for the following special diets: halal, gluten-free (celiac) and vegan.

There is a £50 per week supplement if you wish to stay in homestay over the 2 week Christmas holiday period.

Student Houses, Studio Apartments & Catholic Hostel

1. Students will be asked to sign an accommodation contract and abide by the terms and conditions of the contract. Failure to do so means they will be asked to leave the premises and no refund will be given.
2. Students will be asked for credit card details with their booking. This is to cover the cost of any breakages or other damage to the property up to a maximum of £300. If you do not receive the credit card details with the booking, students will be asked for the £300.00 deposit on arrival.
3. This accommodation is available only for complete calendar weeks (Saturday to Saturday). If you arrive before or leave after Saturday you will need to book a hotel room for the additional night(s).
4. Check-in is on Saturdays only between 13:00 and 17:00. There is a charge for check-in outside these times. Please note we cannot check students in after 20:00
5. If you take a holiday during your stay and are away you will still be charged the full rate for the period of absence.
6. Payments must be made to the school. For periods of 4 weeks or less, full payment must be made at the time of booking. For periods of 5 weeks or more, payment for the first 4 weeks must be made at the time of booking and all subsequent payments must be made in advance for a minimum period of 4 weeks per payment. No student house, apartment or hostel accommodation will be reserved until payment has been received.
N.B. If you wish to pay for your accommodation by credit card (Visa or Mastercard), there is a surcharge of 3%.
7. Payments for students and hostel accommodation must be made 4 weeks in advance throughout your stay. If you fall behind with your accommodation payments you will be asked to leave your accommodation.
8. We cannot postpone bookings for student house and hostel accommodation if you inform us 28 or fewer days before your arrival date. If you do you will still be liable for the fee for your original accommodation dates.
9. The wireless connection (Wi-Fi) in our student houses is 801.11g standard protected with WEP 64bit encryption. This is the most widely used standard, and it is supported by most operating systems. We have full reception throughout the buildings. In order to connect, your computer must be capable of connecting to this standard. We cannot guarantee a connection since it is dependent on your system. We can arrange technical support from our IT consultant for a fee (POA).

Pre-arrival Cancellations & Refunds

We strongly recommend that students take out insurance to cover fees and costs in case of cancellation or leaving early. (Please refer to Insurance section in this leaflet)

1. The registration fee is non-refundable under any circumstances.
2. Cancellation:
 - I. If you cancel 30 days or fewer before your course start date, your course materials & tuition fees, minus a cancellation charge of £300.00 + your accommodation deposit, will be refunded less any bank charges. Your registration fee will not be refunded. If applicable, your homestay fees, minus deposit, will be refunded less any bank charges. The first 4 weeks of student house, studio apartment and hostel accommodation is non-refundable.
 - II. If you cancel 31 days or more before your course start date, your course materials and tuition fees, and accommodation deposit fee will be refunded less any bank charges. Your registration fee will not be refunded. The first 4 weeks of student house, studio apartment and hostel accommodation is refundable at 50%.
 - III. If you have booked the Unpaid Internship programme there is an additional cancellation charge of up to £360* if you cancel the programme after the school has submitted your documents & the application process has begun. [*the amount depends on the stage of the application process. See Fees Booklet for full details]
3. If you cancel your course because your Visa application has been refused you will need to provide documentary evidence from the relevant embassy before any refund can be considered. You must return your letter of enrolment. Once we have received a copy of all pages of the Visa refusal letter including the last page with the signature of the ECO & date of refusal, plus our original letter of enrolment, we will refund all monies received except the registration fee, minus bank charges
4. If you have booked and paid through a representative the refund will be made to the representative.
5. If you have applied to the EU for a grant for a Teachers' Methodology course, you must inform us if your application is unsuccessful a minimum of 3 weeks before the start of the course. If you inform us fewer than 3 weeks before the start date, normal cancellation charges will apply.

Postponements and other Booking Changes

1. If you decide to change your course dates, your accommodation dates or make any other changes to your booking there is a charge of £45 for each time you make a change, to cover the administration cost of making the changes. We cannot issue your new documents until we have received the £45 change of booking fee. This charge will not be due for any date changes made because of visa problems. However, if you require a visa for the UK please allow enough time for the visa application process before your course start date (a minimum of 15 working days).
2. If you wish to postpone your course for any reason, for example, if you need a visa and are still waiting for the visa to be issued, you must let us know at least 2 weeks before you are due to arrive, otherwise you will be charged a £300 cancellation fee. We cannot confirm a new starting date until we have received this.
3. You may not postpone the Unpaid Internship programme after the school has submitted your documents and the application process has begun.
4. You may only postpone your course if there is space available on the new course dates you wish to attend. Please also ensure that the course you wish to take is available on the new dates you wish to attend. You can postpone your course to start up to 6 months after the original start date.
5. For a postponement of longer than 6 months we will not refund the registration fee and the accommodation deposit. We will charge the cancellation of £300 if you then have to cancel the course.
6. You cannot postpone bookings for student house and hostel accommodation if you inform us fewer than 28 days before your arrival date. If you do you will still be liable for the fee for your original accommodation dates.
We have to inform UK Visas and Immigration about any non-EU students who do not arrive on the agreed date.

Cancellation/Change of Course after Arrival

1. If you have to stop your course early, your tuition and materials fees are non-refundable under any circumstances.
2. We are unable to offer credits to students who leave early.
3. Fees are non-transferable. This means you cannot transfer your fees to another person. You cannot convert full-time group study to 1-1 or 2-1 study.
4. Accommodation will be refunded as per our notice period.
5. If you booked through a representative we will send any refund to that representative.
6. We require 7 days' written notice for cancellation of additional 1-1 lessons. If you cancel less than 7 days before your lesson, you will still be charged the full fees
7. We require 7 days' written notice for cancellation of tennis or horse-riding lessons. If you cancel 7 days or less before your lesson, you will be charged full fees.
8. Periods of absence due to accident or sickness are non-refundable.
Please note: A good student insurance policy will refund the remaining fees if a student has to go home early for a medical or other serious reason. We strongly advise all students to take out insurance.

Extensions

1. If you wish to extend your course you may do so, provided there is a place available. As the school is often full we advise booking an extension at least 2 months in advance. Extensions must be paid in full before a place can be reserved. Please note it will probably not be possible to stay with the same host family or in the same Student House or Hostel.
2. The course extension fee is the difference between the published price for the total weeks booked and the amount already paid.
3. Students who extend their course may be liable for an additional materials fee, depending on the length of their original course and the length of the extension.
4. If you have booked and paid through a representative, your course extension fee must be paid to the representative.
5. If you wish to extend your stay in WSE accommodation, for 4 weeks or less, full payment must be made at the time of booking. For periods of 5 weeks or more, payment for the first 4 weeks must be made at the time of booking & all subsequent payments must be made in advance for a minimum of 4 weeks per payment.

Returning Students

If you return to school for another course, you are not charged the registration fees.

Holidays

1. WSE is not open on Saturdays or Sundays or on UK public (bank) holidays.
2. Classes missed as a result of a bank or public holiday will not be refunded or made up.
3. If you wish to take a holiday, you must give 28 days' notice in writing to Reception. Please note that we do not give refunds for holiday periods, but you can extend your course. Extension for holidays can only be made on certain courses and if you are studying for 12 weeks or more. The maximum holiday extension is 2 weeks for every 12 weeks of study. Extensions can only be made for full calendar weeks. No extensions will be given for students who take holidays during courses with set dates or examination courses. Students should not take holidays during examination courses.

4. Students on long-term courses are advised to give their holiday dates at the time of booking.
5. If you are a non-EU student you must ask in Reception for the School Holiday Visa letter before going on holiday. You need this letter to show at UK Immigration on your return to the UK. Please note: the school is not liable if you are delayed at the border or if you are not allowed back in to the UK for any reason.

Attendance

1. We are a serious school and expect every student to be on time, attend every lesson and do all their homework. Latecomers are not allowed into class.
2. We keep attendance registers.
3. Any student who is sick must:
 - I. For absences of up to 6 school days, complete a self-certification sickness form on their return.
 - II. For absences of 7 school days or more, provide a certificate from their doctor.
4. If you miss a lesson, regardless of the reason, we cannot give a refund or allow you to take the lesson at another time.
5. If a student is absent for 10 consecutive days or more, or is repeatedly absent (e.g. 1 or 2 days per week), without authorization, they will be reported to the UK Visas and Immigration if they are a visa national, and to their sponsor if they are a sponsored student, and they may be asked to leave the school.
6. If a student is asked to leave the school for poor attendance or conduct their fees will not be refunded.
7. Students will only receive a leaving certificate if their attendance has been 80% or more.

Visas

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 your course immediately and you will have to return to your country. In this case tuition and registration fees are non-refundable.

Photographs and Filming

1. Classes cannot be filmed or otherwise recorded in any way without the permission (in writing) of either the Principal, Academic Director or Operations Director.
2. WSE may use film or still photographs of students for promotional purposes.
3. You (or your parents if you are under 18 years of age) must inform the school in writing before your course starts if you will not allow us to use such images.

Bank Account

If you are enrolled in school for 6 months or more, the school can arrange for you to open a bank account at a local bank.

Personal Information

1. We keep your information in electronic and paper format.
2. Some of the personal information you supply will be passed on to accommodation providers or the airport meeting service.
3. Under UK law we must give information to UK Visas and Immigration if required to do so.
4. In order to fulfil our obligations to you, and, in some cases, to the British authorities, it is necessary for us to see and copy your passport (and visa if applicable), to have contact details for you in London (including a mobile phone number if you have one), and to have details of your next of kin in your country. You must therefore agree to provide these details and keep them up to date if they change.
5. Students and/or parents are reminded of the need to disclose medical information about the student to the school when the application is made and to enquire prior to enrolling whether the school and accommodation facilities are suitable for the individual's needs.

By accepting these Terms & Conditions you accept our right to use your personal information in this way.

Conduct

1. Wimbledon School of English reserves the right to refuse admission to any student or to dismiss any student from school or accommodation without refund of tuition fees in the event of misconduct or unsatisfactory attendance or work. The school expects students to adhere to the standards and rules we set.
2. We expect students to behave reasonably at all times towards other students and school staff and to respect cultural, racial and religious differences. We expect all students to uphold the core British values of democracy, individual liberty, tolerance, and the rule of law.
3. If a student is asked to leave the school for poor attendance or conduct, their fees will not be refunded and they will not be allowed to stay in WSE accommodation.
4. Students have to pay for any damage they cause on the school premises or at their accommodation.

Resolution of disputes

1. All complaints will be fully investigated as per our "Complaints Procedure" providing:
 - I. The complaint is made while the student is attending our school.
 - II. The complaint is registered in writing with the Academic Director, Operations Director or Accommodation Manager.
 - III. All invoices relating to the student making the complaint have been settled in full.
2. We do not accept complaints received after the student has returned to their own country.

Liability

1. Wimbledon School of English does not accept any liability in the case of illness, accident, loss or damage to personal effects or property:
 - I. Occurring on the school premises, except where such liability is imposed under UK law.
 - II. Where accommodation or transport has been booked through the school.
2. Wimbledon School of English does not accept liability for losses or additional expenses you might incur because of cancellation or delays to your travel services. We strongly advise all students to take out insurance before leaving their home country.

Other

1. In very rare circumstances the stated maximum class size might be exceeded. If this does happen, it will only be by one person and for a very limited period.
2. The school reserves the right to cancel or alter a course. If we do so, we will offer either an alternative course or a refund of all fees. If the student decides not to take the alternative course offered, we will not be liable for any losses incurred by the student for cancelled travel arrangements.
3. Where there is only one person on a particular group course, we reserve the right to offer the cost-equivalent number of individual lessons instead of the group course.
4. If your English level is not suitable for the course you have booked, we reserve the right to move you onto a different course or to refuse you admission to the school.
5. The school reserves the right to change teachers at any time during the course.
6. The school reserves the right to alter dates, fees and any particulars in the brochure without prior notice.
7. Classes take place in both the main school building and additional premises located near the school. The School reserves the right to move classes between rooms and premises as appropriate.
8. Students who cannot read or write Roman script: please note that we are unable to teach literacy in our group classes. Any student who requires lessons in literacy must book private lessons with the school for this purpose.
9. The Managers of the School reserve the right at their absolute discretion to refuse any application for enrolment at any stage of the application or booking process. The School is under no obligation whatsoever to give reasons for the decision of the Managers. If an enrolment is refused, all paid fees will be refunded.

Force Majeure

1. Wimbledon School of English is not liable for failure to perform its obligations if such failure is as a result of Acts of God (including fire, flood, earthquake, storm, hurricane, infectious diseases or pandemics or other natural disaster that are beyond the reasonable control of the parties), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation, terrorist activities, nationalisation, government sanction, blockage, embargo, labour dispute, strike, lockout or interruption or failure of electricity, internet or telephone service. Refunds will not be made in such circumstances.
2. In the event of an outbreak of infectious disease, all students and or parents/guardians are required to comply with rules regarding quarantine as set by government agencies or by the school.
3. If the school asserts Force Majeure as an excuse for failure to perform its obligations, then the school must prove that it took reasonable steps to minimise delay or damages caused by foreseeable events, that the school substantially fulfilled all non-excused obligations, and that the other party (student, agent etc.) was, where possible, notified of the likelihood or actual occurrence of the event.



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