



LSBF School of English Prospectus 2011

www.schoolofenglish.org.uk

LSBF School of English memberships and accreditation bodies





LSBF SCHOOL OF ENGLISH

In today's ever changing global community, the ability to communicate in the English language opens up a whole new world of study and career opportunities. Communicating confidently and effectively provides individuals with a skill that will open doors anywhere in the world, whether it be in the boardroom of a Fortune 500 firm, in a volunteering mission in one of the world's developing countries, or when simply meeting friends and business associates. LSBF School of English provides individuals not only with the English language skills needed for today's global economy but also with the leadership and confidence to become a global leader and innovator.

5 reasons to choose LSBF School of English:

1. SUPERB LOCATION

Situated in the heart of London, our New Court School campus is within close proximity to all London's major landmarks, including Trafalgar Square, the British Museum and the West End, and it's just a short bus ride from the financial and business district, the City. Our Facilities:

- comfortable and spacious classrooms
- student lounge with internet access & cafeteria
- library & self-access study centre
- one-to-one pods for specialised programmes

2. CREATING SOLID FOUNDATIONS

The school's teaching approach focuses on creating solid foundations in all aspects of the English Language (speaking, listening, writing and reading) while complementing learning with group activities and classroom discussions. This allows you to use your newly acquired skills with confidence. As a part of London School of Business & Finance, we at LSBF School of English understand the value of strong communication and leadership skills and encourage these among our students.

3. UNPARALLELED FLEXIBLE STUDY OPTION

No other language school gives you more flexible study options. You can choose your course of study by hours and by weeks. You can move from one class to another in any given week. We offer all levels of English language proficiency and run flexible morning, midday and afternoon classes.

4. QUALITY GUARANTEED

We meet the highest standards in quality teaching. All our teachers combine first-hand industry expertise supported by continuous professional development and use the latest teaching methodologies and materials so that our classes remain relevant. Our quality assurance is guaranteed by British Council accreditation and membership of English UK and Business English UK.

5. OUTSTANDING IELTS TEST RESULTS

LSBF is the only school in London that offers invaluable opportunities to those who wish to boost their confidence in specific skills by offering different levels of IELTS and IELTS Elective classes. Alternatively, our Postgraduate Preparation Programme offers students with IELTS 5.5 the option of taking an intensive Academic English class as the first module of their University of Wales and University of Bradford Masters programmes.



LSBF SCHOOL OF ENGLISH - FACTS

Fees include: all tuition, reports, certificates, student card, welcome pack, use of the library, student lounge, internet services & Wi-Fi facilities and some social events.

Not included: textbooks, examination fees, full-day excursions and paid social events.

Student book rental: Students are able to rent course books from the school. Students pay a deposit of £25, refundable upon return of book in excellent condition (minus a £10 Rental Fee). Students can choose to keep the books but will forfeit their deposit.

A Registration fee of £40.00 is payable which covers full placement testing.

Start on any Monday (Tuesday when Monday is a public holiday) on most courses except where specified.

Minimum age: 18

One academic hour = 60 minutes

Holiday policy

The holiday allowances are as follows:

- ▶ If you are studying between 1 and 6 weeks, you are allowed 0 weeks' holiday
- ▶ If you are studying between 7 and 12 weeks, you are allowed a total of 1 week's holiday
- ▶ If you are studying between 13 and 24 weeks, you are allowed a total of 2 weeks' holiday
- ▶ If you are studying between 25 and 36 weeks, you are allowed a total of 3 weeks' holiday
- ▶ If you are studying between 37 and 52 weeks, you are allowed a total of 4 weeks' holiday

UK Holidays 2011

April 22nd / April 25th / April 29th / May 2nd / May 30th / August 29th

The school will be closed from Monday December 26th 2011 and will re-open on Tuesday January 3rd 2012.



COURSES

GENERAL ENGLISH

Our General English courses are designed for students who wish to improve their ability to communicate effectively in real-life, everyday situations in English.

- Levels available: Elementary, Pre-Intermediate, Intermediate, Upper Intermediate & Advanced
- Maximum number of students per class: 16

IELTS EXAM PREPARATION

IELTS is one of the world's most recognized English proficiency examinations, and is required by most universities in the UK for admission into their programmes. Prices do not include IELTS test fee (approx. £110).

- Levels available: Intermediate, Upper Intermediate & Advanced
- Students must have a minimum of B1 Higher (CEF) or IELTS 4.5 to start. If their level is below this, they will need to attend a General English class before they can progress
- Maximum number of students per class: 16

ACADEMIC ENGLISH

Designed to train students in the skills required for undergraduate and postgraduate degrees.

- Levels available: Intermediate & Advanced
- Students must have a minimum of B2 (CEF) or IELTS 4.5 to start. If their level is below this, they will need to attend a General English class before they can progress
- Maximum number of students per class: 16

BUSINESS ENGLISH

Our Business English courses are designed for students who wish to develop their language skills in an international business context.

- Levels available: Intermediate, Upper Intermediate & Advanced
- Students must have a minimum of B2 (CEF) or IELTS 4.5 to start. If their level is below this, they will need to attend a General English class before they can progress
- Maximum number of students per class: 16

CONVERSATION ENGLISH

The conversation classes are one academic hour classes that complement any of the above courses, apart from Business English.

- Levels available: Elementary, Pre-Intermediate, Intermediate, Upper Intermediate & Advanced progress
- Maximum number of students per class: 16

ONE-TO-ONE CLASSES

These courses are a unique opportunity to practise English on a one-to-one basis in a comfortable and uninterrupted environment.



POSTGRADUATE PREPARATION PROGRAMMES (PGPP)

This intensive academic programme acts as the first module of the University of Wales and the University of Bradford Masters programme. It focuses on study skills, written and oral presentation skills and critical thinking in an international business and finance context. Students can begin this 12-week course on submission of IELTS 6.0 or equivalent.

Students can also join our 24-week, 36-week and 48-week programmes:

- 24-week course includes 12-week Advanced Academic English and 12-week PGPP. Students can begin this course on submission of IELTS 5.5 or equivalent
- 36-week course includes 24 weeks Academic English and 12-week PGPP. Students can begin this course on submission of IELTS 5.0 or equivalent
- 48-week course includes 12 weeks General English, 24 weeks Academic English and 12-week PGPP. Students can begin this course on submission of IELTS 4.5 or equivalent
- No requirement to achieve an external examination, such as IELTS at the end of the course
- 2011 start dates: 4th April, 4th July, 26th September

START YOUR ACCA ANYTIME

This course introduces students to Financial English and the skills required to take the International Certificate in Financial English, developed by Cambridge University & ACCA for accountants and finance professionals. It is ideal for students who intend to study for ACCA or CIMA.

- B1 (CEF) Higher required to start
- Minimum of 4 weeks and a maximum of 10 weeks
- Start dates in 2011 every two weeks from 14th March, 23rd May, 1st August
- Students planning to progress onto ACCA or CIMA with LSBF must take ICFE examination and submit certificate to admissions department
- ICFE exam costs £115 (approx.)

EVENING COURSES

We offer two exciting evening programmes for students in need of vital exam preparation skills.

MBA Academic Writing Course

- 8 week course (32 hours)
- 4 hours per week on Monday and Wednesday evenings
- Start dates for 2011: 17th May / 18th August / 31st October

IELTS Preparation Evening Class

- 8 week (48 hours) or 16 week (96 hours) course
- 6 hours per week on Monday, Wednesday and Thursday
- Start dates for 2011: 17th May / 18th August / 31st October



SUMMER PROGRAMMES 2011

ENGLISH PLUS

New for Summer 2011! Combine your English programme with a variety of exciting 2-week content courses looking at some of the world's fastest-moving industries.

- **Financial Markets and Institutions** – the theory and practice of how financial markets work
- **International Marketing** – how to market an international organisation
- **International Relations** – how countries interact in the 21st century
- **Entrepreneurship** – what it takes to start up a new enterprise
- **Climate Change** – how to make the environment a better place
- **Public Speaking** – the rules of performance & public appearance
- **Art, Museums & Auction Management** – an introduction to the dynamic world of art and culture
- **Luxury Goods management** – the inside workings of the world of luxury goods
- **Personal Shopper** – how to create a personal brand and wardrobe
- **The London Look** – from Carnaby Street to Savile Row, we explore the impact of London's fashion & attitude
- **Sex & the City** – the relationship between the individual and living in the London metropolis
- **Radio Broadcast** – from idea to production, an A to Z of radio broadcasting

- ✓ Start dates in 2011: 20th June/ 4th July/ 18th July/ 1st Aug/ 15th Aug/ 29th Aug
- ✓ 2 or 4 hours study per week

ENGLISH FOR SPECIFIC PURPOSES (ESP)

Study the following intensive programmes and immerse yourself in the language of these industry-specific subjects.

- English for Fashion (design, production, purchasing, textiles)
- Media & English (Journalism, TV, cinema, publishing)
- Resort Management & Tourism (Customer service, professional communication, industry hierarchies)
- Oil & Gas English (Technical language, industry trends, project management)

- ✓ B2 (CEF) entry requirement
- ✓ 2 or 4 week options
- ✓ Maximum number of students per class: 16
- ✓ Start dates: 20th June/ 4th July/ 18th July/ 1st Aug/ 15th Aug/ 29th Aug



TIMETABLES

MORNING AND MIDDAY CLASSES TIMETABLE

Start Your ACCA Anytime TIMETABLE

Duration	Time	Monday	Tuesday	Wednesday	Thursday	Friday
Full-time 4 / 6 / 8 / 10 weeks	12.30 – 15.45	✓	✓	✓	✓	✓

Postgraduate Preparation Programme TIMETABLE

Hours per week	Time	Monday	Tuesday	Wednesday	Thursday	Friday
15 hours per week	08.45-12.00 Or 12.30 – 3.45	✓	✓	✓	✓	✓

English Plus TIMETABLE*

Hours per week	Time	Monday	Tuesday	Wednesday	Thursday	Friday
Part-time 4 hours per week 2 days per week	Afternoon 12.30 – 3.30	✓	✓	✓	✓	

- Short courses can be combined with an English Language course
- Please note this timetable may be subject to change depending on current student numbers

English for Specific Purposes (ESP) TIMETABLE

Hours per week	Time	Monday	Tuesday	Wednesday	Thursday	Friday
15 hours per week	08.45-1200	✓	✓	✓	✓	✓

Evening Course TIMETABLE

Title	Duration	Time	Monday	Tuesday	Wednesday	Thursday	Friday
MBA Academic Writing Course	8 weeks (32 hours)	18.30 – 20.30	✓		✓		
IELTS Preparation	8 weeks (48 hours) 16 weeks (96 hours)	18.30 – 20.30	✓		✓	✓	

TIMETABLES
HOURS PER WEEK

HOURS PER WEEK	COURSE CODE	MORNING CLASSES (8.45-12)	MIDDAY CLASSES (12.30-3.45)	AFTERNOON CLASSES (2.45-6.00)
15	AEAM	Academic English		
	GEAM	General English		
	IEAM	IELTS		
	PGAM	Postgraduate Preparation programme*		
	BEM		Business English	
	IEM		IELTS	
	FEM		Start your ACCA Anytime*	
	PGM		Postgraduate Preparation programme*	
	GEPM			General English
	IEPM			IELTS
20	AEAM C5	Academic English	Conversation (1 hour)	
	GEAM C5	General English	Conversation (1 hour)	
	IEAM C5	IELTS	Conversation (1 hour)	
	IE5 BEM	IELTS (1 hour)	Business English	
	IE5 IEM	IELTS (1 hour)	IELTS	
	C5 GEPM		Conversation (1 hour)	General English
	C5 IEPM		Conversation (1 hour)	IELTS
25	IE10 BEM	IELTS (2 hours)	Business English	
	IE10 IEM	IELTS (2 hours)	IELTS	
	AEAM C10	Academic English	Conversation (2 hours)	
	GEAM C10	General English	Conversation (2 hours)	
	IEAM C10	IELTS	Conversation (2 hours)	
30	AEAM BEM	Academic English	Business English	
	AEAM IEM	Academic English	IELTS	
	GEAM BEM	General English	Business English	
	GEAM IEM	General English	IELTS	
	IEAM BEM	IELTS	Business English	
	IEAM IEM	IELTS	IELTS	
	GEAM GEPM	General English		General English

*Max number of students 20.



FEES

Price table for General English, IELTS, English for Specific Purposes, Business English, Academic English and conversation.

All prices are in UK £.

The most popular study options are highlighted in the tables below.

Please note, effective immediately:

- 1) No installment plans are available to English School students. Payments must be made in full.
- 2) No CAS letters should be issued to students on English School courses unless they have paid their fees in full.
- 3) For English School students who do not need CAS letters, payments should be made in full no later than 2 weeks prior to the start of the course.

Weeks	Hours per week			
	15	20	25	30
1	£180	£235	£280	£315
2	£355	£465	£550	£620
3	£525	£685	£815	£915
4	£690	£900	£1070	£1205
5	£850	£1100	£1300	£1500
6	£995	£1310	£1555	£1750
7	£1150	£1500	£1800	£2000
8	£1290	£1690	£2005	£2255
9	£1420	£1850	£2200	£2500
10	£1560	£2040	£2420	£2725
11	£1700	£2190	£2600	£2940
12	£1805	£2365	£2805	£3155
14	£2050	£2700	£3180	£3580
16	£2290	£3000	£3560	£4005
18	£2505	£3280	£3895	£4380
20	£2720	£3560	£4230	£4755
22	£2860	£3805	£4520	£5085
24	£2995	£4050	£4805	£5410
26	£3180	£4220	£5050	£5700
28	£3350	£4460	£5300	£6000
30	£3525	£4680	£5555	£6250
32	£3680	£4800	£5850	£6500
34	£3800	£5050	£6050	£6750
36	£4050	£5310	£6300	£7090
38	£4180	£5490	£6475	£7250
40	£4300	£5620	£6700	£7500
44	£4610	£6050	£7180	£7900
48	£4880	£6400	£7595	£8300

Weeks	Hours per week	
	15 (classes start at 14.45)	20 (classes start at 13.30)
1	£135	£176
2	£266	£349
3	£394	£514
4	£518	£675
5	£638	£825
6	£746	£983
7	£863	£1125
8	£968	£1268
9	£1065	£1388
10	£1170	£1530
11	£1275	£1643
12	£1354	£1774
14	£1538	£2025
16	£1718	£2250
18	£1879	£2460
20	£2040	£2670
22	£2145	£2854
24	£2246	£3038
26	£2385	£3165
28	£2513	£3345
30	£2644	£3510
32	£2760	£3600
34	£2850	£3788
36	£3038	£3983
38	£3135	£4118
40	£3225	£4215
44	£3458	£4538
48	£3660	£4800



Price list for One-to-One English

Individual One-to-One classes	
No of hours	Price
1-10	£70
11-20	£60
21+	£50

Price list for Start Your ACCA Anytime

ICFE daytime programme					
4-10 weeks	15 hours per week	Minimum 60 hours tuition / maximum 150 hours	£150 per week	Minimum registration of 4 weeks	Exam fee not included (approximately £115)

Price list for Postgraduate Preparation Programme

PGPP			
12 to 48 weeks	15 hours per week	Total 180 hours	£2500 for 12 weeks £3500 for 24 weeks £4500 for 36 weeks £5500 for 48 weeks

Price list for English Plus Modules

English Plus			
2 weeks	4 hours per week per module	8 hours (1 module) 16 hours (2 modules)	£120 £240

Price list for English for Specific Purposes

ESP programmes		
2 weeks	30 hours	£355 (2 weeks)
4 weeks	60 hours	£690 (4 weeks)

Price list for Evening Classes

MBA Academic Writing Course		
8 weeks	32 hours	£245
IELTS Preparation		
8 weeks	48 hours	£395
16 weeks	96 hours	£745



Basic payment terms

- No installment plans are available to English School students. Payments must be made in full.
- No CAS letters will be issued to students on English School courses unless they have paid their fees in full.
- For English School students who do not need CAS letters, payments should be made in full no later than 2 weeks prior to the start of the course.

LSBF LIFE*

ACCOMMODATION OPTIONS

LSBF Life: Accommodation and Airport Transfer Service

LSBF Life is a dedicated accommodation and airport transfer service for all our students at LSBF. We offer a range of accommodation options to suit every individual's needs, and we make all the arrangements on behalf of the student.

We offer the following options:

Homestay: Our homestay accommodation option gives students the opportunity of living in a friendly private London home. It provides students with an excellent opportunity to practise their English skills outside the classroom and learn about English life and culture. Bed and Breakfast and Half board options are also available.

Halls of Residence: Students may wish to stay in a university residence close to LSBF, where they will have their own room and shared facilities with other university students, to experience real college life in the city.

Hotels/Hostels: LSBF Life offers a wide choice of independent accommodation, from reasonably priced, comfortable central London hostels to superior luxury hotels.

Flat Shares: Staying in a flat-share gives students the freedom of having their own room while enjoying the social benefits of living in a house with other international students. Self-catering kitchens and bathrooms are shared but rooms have private facilities with en-suite options.

Studio Apartments: Studios are suitable for individuals or couples that want a little more independence, and are available in zones 1 to 4. These are often chosen by longer term students.

Airport Transfer and Other Services

London Airport	One Way
London Gatwick	£85
London Heathrow	£65
London Luton	£85
London Stansted	£85
London City	£85
London St Pancras	£60

*Accommodation options are at present only available for our London Campus students