



International House

NEWCASTLE

Course Information and Application 2012



www.ihnewcastle.com



**International
House**
Newcastle

BOOKING YOUR COURSE

To enrol on a course simply complete the following steps:

1. Complete an application form.
2. Pay the full fees including administration fees.
3. Return the application by email, fax or post to:

**International House
7-15 Gallowgate
Newcastle upon Tyne
NE1 4SG**

Tel: +44 (0) 191 232 9551

Fax: +44 (0) 191 232 1126

Email: info@ihnewcastle.com

There is also an online application form available at our website: www.ihnewcastle.com

Enrolment Fees

Administration fee - £50 (this is a non-refundable payment used to cover our administration costs).
Course Extension Administration Fee - £25 (only payable when extending a course).
Please note that all course and accommodation fees must be paid in full on application.

Payment Procedure

We can accept payments by bank transfer using the following details:

Bank name: HSBC

**Bank address: 110 Grey Street,
Newcastle upon Tyne, NE1 6JG**

Account name: International House

Account number: 62397536

Sort code: 40-34-18

Branch identifier code: MIDLGB2108J

IBAN: GB49 MIDL 40341862397536

Please use the full name of the student plus the number of our invoice as references when making a transfer. You must also ensure that any banking charges incurred are added to your payment. Standard UK banking charges are £12 and additional charges made by your own bank must also be covered. Any unpaid bank charges must be paid before the course starts.

We accept Visa, MasterCard, Maestro, Solo and Connect. You can call on +44 (0) 191 232 9551 to make a card payment.

Online Booking

Courses can also be booked and paid for online at our website: www.ihnewcastle.com. We do not open at weekends, so if you send in an online booking on a Saturday or Sunday, we will not be able to confirm it until 9am GMT Monday morning at the earliest. We suggest booking at least one week in advance; the deadline for applications is 12pm on Friday for courses starting the following Monday.

You will also have the option to select accommodation and will find full details of your selected course.

Course Availability

Adults (16+) all year - students may start their course on any Monday (subject to availability).

Public Holidays 2012

The school reopens January 3rd 2012 and will be closed on the following public holidays:

April 6th and 9th

May 7th

June 4th and *5th

August 27th

Term ends December 21st 2012 and school reopens January 7th 2013.

Please note: no refund can be given for these days.

* On 5th June a social programme event will be organised for the Queen's Diamond Jubilee but no classes will be held.

VISAS

If you are a student from outside of the European Economic Area, you may need to apply for a visa to enter the UK. This can be checked on the following UKBA (UK Border Agency) webpage:
<http://www.ukvisas.gov.uk/en/doineedvisa/>

International House Newcastle is a UKBA Highly Trusted Sponsor
Sponsor Licence No: 5P2D6T558.

Which visa will I need?

For courses of 6 months or less: Student Visitor Visa

If you come to the UK as a student visitor, you will not be able to extend your stay in the UK as a student visitor or as a student. Please note that you are not allowed to work whilst in the UK. There is no minimum English level requirement.

<http://www.ukba.homeoffice.gov.uk/studyingintheuk/student-visitors/>

For courses of 11 months or less: Extended Student Visitor Visa

If you come to the UK as a student visitor, you will not be able to extend your stay in the UK as a student visitor or as a student. Please note that you are not allowed to work whilst in the UK. There is no minimum English level requirement.

<http://www.ukba.homeoffice.gov.uk/studyingintheuk/student-visitors/>

PBS Tier 4 (General) Student Visa
Students must study at least 15 hours per week.

Further applications for visa extension may be made, but English Language Course students are not permitted to work. There is a minimum English Language requirement that needs to be shown with an appropriate certificate, equivalent to (or above) Level B1 on the Common European Framework of Reference (CEFR) and be ready to study on a course at CEFR Level B2.

A full list of acceptable certificates and the grades required can be found on the UKBA's website:

<http://www.ukba.homeoffice.gov.uk/studyingintheuk/adult-students/>

Please note that applications for this visa must be supported by proof of your current level of English in accordance with current UKBA requirements and information on what you will use your English skills for in the future e.g. university study.

Visa regulations may change at short notice. You should always consult the latest guidance online before making an application for any visa. For any other visa queries, please contact the school.

WHAT WE WILL NEED:

1. Course application fully completed, including a UK address if we have not been asked to arrange accommodation.
2. Full payment of fees.
3. A copy of the passport.
4. Which type of visa will be applied for?

For example,

- Student Visitor Visa
- Extended Student Visitor Visa
- PBS Tier 4 (General) Student Visa

5. If applying for a Tier 4 (General) Student Visa, we need indication of the level of English being minimum CEFR Level B1 or above, and proof of this, in accordance with UKBA requirements.

6. If applying for a Tier 4 (General) Student Visa, we need details of what the student will be studying after they have completed their course at our school.

INSURANCE

All International House students are insured under Guard.me student travel insurance against: loss of money and belongings, course cancellation and illness. For full details and exclusions, contact International House.

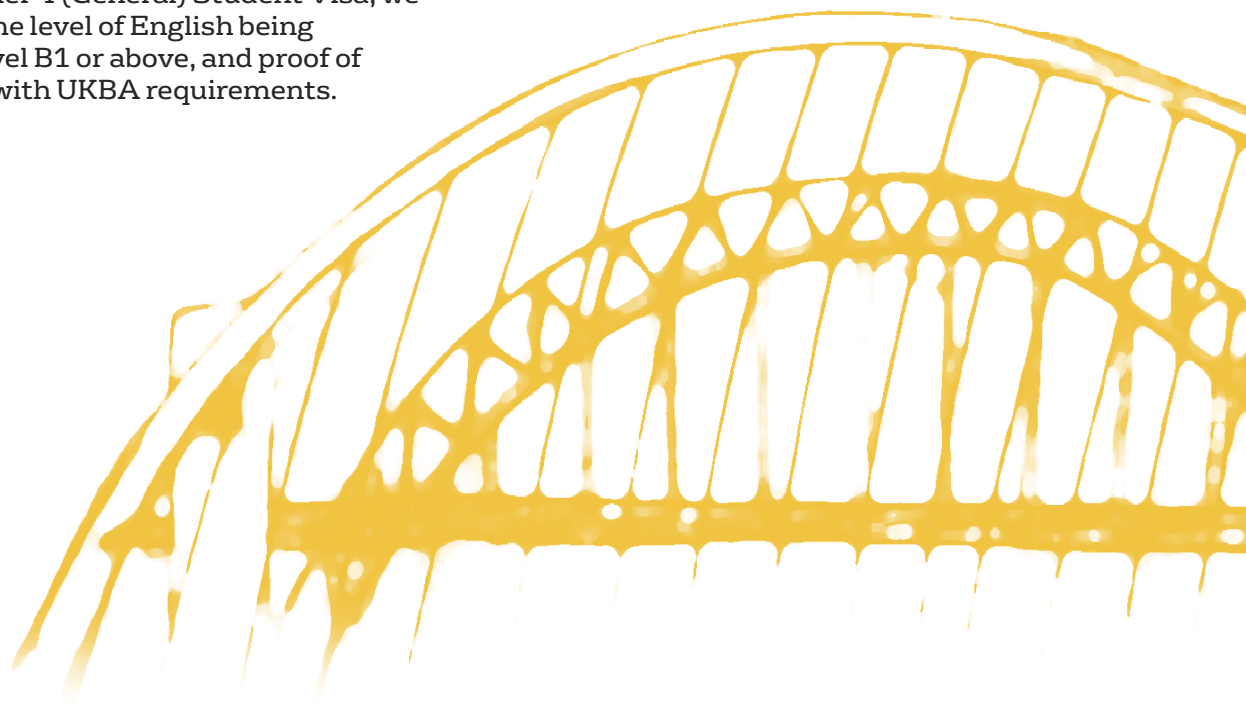
GENERAL CANCELLATION POLICY

If the school is notified 28 days or more before the course start date, full fees (excluding the administration fee) will be refunded by International House. In the case of less than 28 days' notice, eligible fees will be reimbursed by Guard.me. **No refund will be given once the course has started.** Courses cannot be transferred between students.

Cancellation and visas

If your visa application is unsuccessful, full fees (excluding administration costs) will be refunded by International House on written evidence of refusal, provided that evidence is offered at least one full week before the course start date. In the event that a Tier 4 visa has been obtained using our CAS and the course is not followed, we will immediately notify UKBA and withdraw sponsorship by cancelling the CAS. No refund will be given once the course has started. Courses cannot be transferred between students.

Please contact the school as soon as possible if you are unable to start your course on the date agreed.



COURSE INFORMATION 2012

ENGLISH COURSES	Hours per week	Fee (£) per week
General English (GE10)	10 hours	140
General English + PSP (GE10+PSP5)	15 hours	170
General English (GE20)	20 hours	200
General English + PSP (GE20+PSP5)	25 hours	220
General English + PSP (GE20 + PSP 10)	30 hours	240
Business English (BE15) (includes 5 hours PSP)	15 hours	170
Business English + General English (BE15+GE10)	25 hours	220
Academic English (AE15) (includes 5 hours PSP)	15 hours	170
Academic English + General English (AE15+GE10)	25 hours	220
Cambridge English (CE15) (includes 5 hours PSP)	15 hours	170
Cambridge English + General English (CE15+GE10)	25 hours	220
Private Lessons (1:1)	on demand	60 per hour
Intensive executive course	30 hours	1400
English plus Internship (E+I)	15 hours	170 +300 internship fee
English for Aviation (EA)	25 hours	220

TEACHER TRAINING COURSES

Individualised Teacher's Programme	25 hours	320
Methodology and Language Awareness Courses	25 hours	260
CELTA (4 weeks)		1200
DELTA (8 weeks)		1900
DELTA examination preparation course (1 week)		300
International House Certificate Online (3-9 months)		900

Timetable:

Lessons are between 9am and 5pm Monday to Friday. The timetable will depend on your level and the course you have booked. Each one hour lesson lasts 55 minutes. In July and August the option of evening classes is also available between 5pm and 8.15pm (15 hours General English).

10hr course - 9am-11am or 11am-1pm or 1pm-3pm or 3pm-5pm

15hr course - 9am-11am or 11am-1pm or 1pm-3pm or 3pm-5pm and 1 hour PSP per day

20hr course - 9am-11am and 1pm-3pm or 11am-1pm and 3pm-5pm

25hr course - 9am-11am and 1pm-3pm or 11am-1pm and 3pm-5pm and 1 hour PSP per day

30hr course - 9am-11am and 1pm-3pm or 11am-1pm and 3pm-5pm and 2 hours PSP per day

General English (GE)

Key points

- Developing speaking fluency
- Improving listening comprehension
- Levels from complete beginner to advanced
- Flexible - 10, 15, 20, 25 or 30 hours per week
- 15, 25 and 30 hours courses include PSP
- Combinations available with Academic and Business English

International House Newcastle teaches using the communicative method, helping the student to communicate effectively in English. All International House Newcastle teachers are qualified teachers of the English language and most have many years of experience teaching in different parts of the world.

Progress in learning English is referenced to the Common European Framework of Reference (CEFR) and monitored by continuous assessment, regular tutorials and internal tests.

All students receive a weekly work plan which refers to the CEFR syllabus. Course materials will be provided for all students, including a study pack and vocabulary book.

Personal Study Programme (PSP)

Key points

- PSP is your course, for your personal needs
- Focus on speaking and listening, or reading or writing
- Practise the language you need for your career or studies
- Wide range of interactive audio-visual resources (Harvard, Netlanguages, IH Campus, ILM)
- Monitoring and support from our qualified PSP team of teachers
- Examination preparation (IELTS, BULATS, FCE, CAE, CPE, etc.)

At International House Newcastle, we understand our students are different and have different needs. Many students may have very good grammar and writing but need to concentrate on their speaking and listening skills. Other students need to improve their writing and reading skills but in traditional classes they cannot get the time and support they need to improve rapidly.

Personal Study Programmes are designed for students who want to focus on English for special purposes or to improve particular skills in English. Our teachers help you design and monitor

(ratio max 12:1) an individual programme which may include:

- English for business or academic purposes, including: medicine, law, business, etc.
- Making presentations, negotiating, attending meetings, customer care, business theory and practice
- Particular skills or grammar, e.g. listening, pronunciation, speaking 1:1 sessions, etc.
- Contextualised English work on your personal hobbies or interests, e.g. cinema, music, sports, fashion, environment, politics etc.

The Personal Study Programme allows us to offer a course relevant to your personal needs, starting any Monday.

English for Academic Purposes (AE)

Key points

- Prepare for IELTS or Pearson's Academic English examinations
- Focus on reading, writing, speaking or listening in academic PSP
- Examination practice in PSP
- International House-trained Academic English teachers
- Develop study skills and learner independence

EAP/IELTS courses are suitable for students who need IELTS to continue on to further or higher education in the UK and other English speaking countries. The reading, writing, listening and speaking components of IELTS are studied and practised. The development of study skills and learner autonomy are also essential to these courses.

The teachers on these courses are specially trained to prepare students for IELTS. Advice on taking IELTS and assistance with applications is provided. These courses are 10 hours per week of classroom teaching and 5 hours of PSP Individual Academic Programme (AE15). They can also be combined with 10 hours of General English each week (AE15+GE10).

Individual students must be at least B1 (Intermediate) level to follow this course. This course is also suitable for students wishing to take the TOEFL or Pearson's Academic English examinations.

Business English (BE)

Key points

- International House is a registered centre for BULATS and TOEIC
- Work with materials from Harvard Business School, University for Industry/LearnDirect and The Institute of Leadership and Management
- Develop vocabulary and discuss production, marketing, public relations, human resources, finance, advertising, branding, consumer behaviour and forecasting
- Present marketing strategies and statistics more effectively
- Develop listening skills in business contexts
- Improve English language writing skills for formal letters, e-mails, memos etc.
- Improve oral communication skills, both face-to-face and on the telephone

In Business English classes, English language skills and grammar are taught within a business context. The course consists of 10 hours per week of classroom teaching plus 5 hours per week of PSP Individual Business Programme.

Business English 15 (BE15) can also be combined with 10 hours of General English per week (BE15+GE10). Business English students must be at least B2 (Upper Intermediate) level. These classes can be combined with study resources from our management training materials, e.g. Harvard Managementor and LearnDirect e- courses. Our Business English classes can lead to the Cambridge BULATS examination and International House is a recognised centre.

Cambridge Examination Classes (CE)

Key points

- International House is a Cambridge ESOL examination centre
- Very high pass rates
- Qualified and experienced teachers
- 10 hours per week of classes following an examination syllabus
- 5 hours of Examination PSP for needs-based examination practice
- Classes can be combined with 10 hours of General English classes each week (CE15+GE10).

These are usually 9-12 week courses for: First Certificate in English (FCE), Certificate of Advanced English (CAE) or Certificate of Proficiency in English (CPE). Students may be able to join after the start dates subject to their level of English.

COURSE DATES 2012:

January 9th - March 9th (9 weeks)
CAE and FCE only

March 19th - June 8th (12 weeks)
CAE, FCE and CPE

September 10th - November 30th (12 weeks)
CAE, FCE and CPE

EXAMINATION DATES:

FCE: March 10th, June 9th, December 4th

CAE: March 17th, June 13th, December 5th

CPE: June 14th, December 6th

Private/Individual Tuition (PL)

Private lessons are designed to meet clients' individual requirements e.g. in business, science, medicine, law, tourism etc. They are conducted on a one-to-one basis. These classes give private attention for rapid progress and can be combined with other English classes. Please contact us for further information

Intensive Executive Course

Key points

- 25 hours of intensive one-to-one tuition per week
- Lunch with the teacher
- Additional 5 hours guided Personal Study Programme
- Optional visits to local companies and evening cultural programme
- Homestay accommodation included
- Fastest progress in shortest time away from work

English plus Internship (E+I)

Internship placements can be arranged in the following fields:

- Business
- Administration
- Marketing
- Event management
- Public relations
- Engineering
- Theatres/museums
- Tourism
- Hospitality
- Web development
- IT systems
- Import/export
- Graphic design
- Translation and sales
- Music production and distribution

The aims of the internship are to:

- Link theory and practice through practical experience of work to complement one's studies
- Obtain material for a project/dissertation which forms part of the assessment of the internship
- Learn new technical skills and reinforce and complement existing skills
- Develop and exercise thinking in a practical context and self-development through critical reflection

Additional benefits include:

- Personal development
- Improving time management
- Making professional connections
- Self presentation skills
- Experience for CV/résumé
- Gaining career information
- Developing entrepreneurial skills

These combined courses are suitable for students who want to get work experience in a UK company and in a specific area of business. The minimum length of study is 8 weeks on a Business English course followed by a maximum of 8 weeks internship/work experience. We can offer a wide range of internship options.



English for Aviation (EA)

ICAO (the International Civil Aviation Organisation) has decided that all international airline and helicopter pilots and all air traffic controllers for international flights must be able to prove that they have a level of English equal to level 4 on the international ICAO scale.

Who are the courses for?

1. GROUPS OF 5 OR MORE

The intensive courses are suitable for groups (minimum 5) of both pilots and ATCOs whose level of English is at present approximately level 3 on the ICAO scale.

- 8 weeks (200 hours tuition - cost £1760 per client) or
- 4 weeks (100 hours tuition - cost £880 per client)

2. INDIVIDUAL STUDENTS

The courses for individual aviation workers combine general English skills and professional English classes with a PSP aviation study programme.

These courses can be as long as you want, from 2 weeks to 24 weeks

- GE10 + BE10 plus PSP Aviation 5 = £220 per week

These classes can be combined with 1:1 classes at an extra £60 per hour.

- The objective of the above courses is to raise the level of English towards level 4 and above.

Each course can conclude with the Test of English for Aviation (TEA) at a cost of £100. The focus of the courses is on speaking and listening skills, especially in "plain" English in an aviation context.

TEACHER TRAINING COURSES

Individualised Teacher's Programme (ITP)

Key points

- English language tuition
- PSP in methodology for English and CLIL teachers
- Loop-input awareness raising (learn as a student: reflect as a teacher)
- Observation of International House teachers
- Project assignment on teaching methodology
- Personal focus on current trends and theories in teaching methodology

The whole experience will be as 'one of the team' at International House Newcastle, both from a student's and a teacher's perspective.

Methodology and Language Awareness courses for Teachers of English

Key points

- A modular teacher training course for non-native speakers of English
- Develop awareness of current trends in language teaching
- Ideas and materials to use in class
- Update and develop awareness of everyday English
- Language classes, PSP on methodology and methodology classes

Areas covered will include:

- Motivating language learners
- Contemporary culture in English-speaking countries
- Learning styles
- Vocabulary
- Lexical approach
- Presentation of new language
- Functional language
- Observation and loop-input
- Classroom management
- Teaching speaking and listening
- Teaching reading and writing
- Teaching phonology

The International House Certificate Online (IHCo)

Key points

- Flexibility - study at your own pace or with colleagues while working
- Online teacher training input and assignments
- 6 hours of assessed teaching practice
- 4 hours remote observation of experienced teachers
- Suitable for working teachers who want an international qualification
- Online orientation course
- 9 core modules plus optional extra specialist modules

As with any online teacher training distance learning programme, it is important that you consider carefully your own learning style and environment. To follow the IHCo programme, you need to be able to spend a minimum of 140 hours, over approximately 3 to 9 months, on course-related work. You need to be able to work to deadlines.

CELTA

COURSE DATES 2012

January 9th - February 3rd

February 6th - March 2nd

March 5th - March 30th

May 28th - June 22nd

August 20th - September 14th

November 12th - December 7th

Key points

- Most widely recognised initial TEFL/TESOL qualification
- Designed for candidates with little or no English language teaching experience
- Suitable for teachers with teaching experience but little or no formal training
- Assessed teaching practice, observation and assignments
- 80% attendance/completion required for each component (input, teaching practice, lesson planning, observation and assignments)

Applicant profile

- High level of competence in written and spoken English
- Standard of education allowing entry to Higher Education
- At least 18 years old at the start of the course
- Show potential to become an effective teachers

DELTA

COURSE DATES 2012

September 17th - November 9th 2012

Optional Extra: Examination Preparation Course

November 12th - 16th 2012

Key points

- Deepen understanding of the principles and practice of teaching English

- Examine current practices and theories
- Learning and reflection applied to teaching and academic management roles

Applicants should:

- have two years' full time experience teaching English within the past five years;
- have a range of teaching experience in different contexts and at different levels;
- be a graduate and/or have an initial teaching qualification and a proficiency level of English.

All DELTA courses contain:

- 10 hours of teaching practice;
- 10 hours observation of experienced teachers;
- Completion of written assignments (one extended), and a written examination;
- 120 contact hours on course and circa 300 hours on reading, research and assignments.

For further information and all application forms please contact: tt@ihnewcastle.com or visit our website: www.ihnewcastle.com

JUNIOR HOMESTAY COURSES

***Winter programme January 3rd- February 5th 2012
2, 3 or 4 week courses**

Fees

£380 per week (these courses are also available for groups of 10 or more all year round)

Key features

- Course - 15 hours per week
- Intensive activity programme
- Full board homestay accommodation
- Transfers and travel passes included

Accommodation

- Students paired up in homestay
- Full board homestay
- All local travel
- Airport transfers

Activities

- Social programme and excursions (Includes Edinburgh in Scotland)
- Integrated project work
- Harry Potter film locations - Alnwick and Durham

ACCOMMODATION INFORMATION

Accommodation bookings are from Sunday evening to Sunday morning (before 10am).

CITY-CENTRE SELF-CATERING APARTMENTS AT CHARLOTTE HOUSE

(£110 per week)

Charlotte House city-centre self-catering apartments are only 5 minutes' walk from International House. Each apartment has 3, 4, 5 or 6 lockable bedrooms, 2 shower/bathrooms, living room and kitchen. All utilities and Wi-Fi connections are included. Bedding, crockery and cutlery are provided. The rent includes twice weekly cleaning of the common areas. Students are responsible for keeping their bedroom, bathroom and kitchen in a clean condition. These apartments are ideal for students who want to be independent and in the company of other international students, close to all the places of interest in this lively university city.

HOMESTAY ACCOMMODATION

International House arranges half-board and self-catering homestay accommodation, mostly within 20 minutes' travel time of the school. Students have single or double (if requested) study/bedrooms and they never share homestay accommodation with students of the same nationality unless this has

been requested. Homestay accommodation is regularly checked by our accommodation officer who ensures that we meet the standard required by the British Council, International House World Organisation and EAQUALS.

Half-Board Homestay

(£130 per week)

Includes; bed, breakfast, evening meal and lunch at weekends with an English-speaking host/family. (Extra night £20)

Self-Catering Homestay

(£100 per week)

Live with an English-speaking host/family with the opportunity to cook your own meals.

SUMMER APARTMENTS

July and August 2012 (£120 to £150 per week)

Single and double bedroom en-suite apartments available, 15 minutes' walk from the school.

AIRPORT TRANSFERS

Transfers (£30 one way - £60 return) available from Newcastle International Airport for all students.

SOCIAL PROGRAMME

International House Newcastle offers a year-round social programme for our clients. All events and excursions are optional.

We have regular weekend excursions to the following destinations:

- Edinburgh, the ancient capital of Scotland
- York
- The Lake District
- Bamburgh, Alnwick and Holy Island - 'The Castles of Northumbria'
- Hadrian's Wall World Heritage Site
- Durham Cathedral and Castle

The average cost is £30 per excursion.

Other optional activities include:

- bowling
- international food parties

- cinema
- theatre
- pub and club evenings and many more fun and cultural events.

We also have a school café selling hot and cold light meals and refreshments. The café/student common room is a great place to socialise with friends, watch TV, play board games and take part in social events. International House has a minibus which allows us to also offer more specialised excursions throughout the year.

The minibus service is free and you only pay for admission fees and guide's fees.

APPLICATION FORM COURSES 2012

First Name
 Family Name
 Home Address

 Town/City
 Post Code
 Country
 Telephone (home)
 Mobile
 Email
 Date of Birth (dd/mm/yy)/...../.....
Gender Female Male
 Passport Number (or ID card number for EEA students)

VISA REQUIRED

Student Visitor Visa
 PBS Tier 4 General Student Visa
 Other (please indicate)

NB Please supply the relevant supporting documentation required (see visa information)

ADDRESS IN UK (IF APPLICABLE)

UK Address

 Post Code
 Contact Person in Emergency

 Telephone

FOR OFFICE USE ONLY

ACCOMMODATION REQUIREMENTS

Half-board Homestay
 Self-catering Homestay
 Self-catering Charlotte House

Length of accommodation: weeks

No accommodation needed

OTHER REQUESTS:

(smoking, no pets, no children, special diets, allergy, etc):

.....

I require an arrival transfer

I require a departure transfer

COURSE (please tick one box)

GE10 AE15

GE10+PSP5 AE15+GE10

GE20 CE15
 (please circle one) FCE CAE CPE

GE20+PSP5 CE15+GE10

BE15 E+I

BE15+GE10 OTC

GE20+PSP10 EA

1:1 state no of hours

Intensive Executive Course

Junior Homestay

Start date/...../.....

Length of course: weeks

LEVEL OF ENGLISH (please tick one box)

Beginner (A1)

Elementary (A2)

Pre-Intermediate (A2+)

Intermediate (B1)

Upper-Intermediate (B2)

Advanced (C1)

How did you hear about International House Newcastle?

Friend/family Web Page Travel Agent

International House School Other Agent

I have read and understood the the course booking information.

Signed Date

COURSES AVAILABLE:

- General English
- Summer Courses
- English for Academic Purposes
- IELTS Preparation Courses
- Cambridge Examination Courses
- Young Learners' Residential Summer Courses
- English for Business (BULATS)
- One to One Tuition
- Personal Study Programmes
- University Foundation Courses
- Teacher Training Courses (CELTA, DELTA, IHC)
- Distance Training Courses
- Teacher Refresher Courses
- TOEIC Examination Centre
- Internships
- Aviation English
- LearnDirect Online Courses
- Junior Homestay Courses

International House Newcastle, 7-15 Gallowgate, Newcastle upon Tyne NE1 4SG
Tel: +44 (0) 191 232 9551. Fax: +44 (0) 191 232 1126. Email: info@ihnewcastle.com
www.ihnewcastle.com

