

EDINBURGH

SCHOOL OF ENGLISH



Learn English in Scotland

2009

Study English



Courses for Adults

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Courses for Young Learners

pages 10-16

in the heart of Scotland

Welcome to the Edinburgh School of English

The Edinburgh School of English was founded in 1969 and has gained a reputation as one of the UK's leading English language schools. With 40 years' experience of providing the highest standards of personal service to students, it has developed a variety of general, specialist and academic English courses to suit both adults and young learners. The Edinburgh School of English is a member of English UK and is accredited by the British Council.

Edinburgh School of English – for students and adults aged 17 years and over

The school stands proudly on the historic Royal Mile – the most famous street in Scotland. The Edinburgh School of English is housed in a magnificent 1820's building. Behind the facade, the building has been transformed into a bright, well-equipped and modern English language school.

At the Edinburgh School of English:

- our staff are committed to excellent service and programme delivery
- we offer you the benefit of 40 years' experience in language education
- you will receive personal support and attention to help you make maximum progress
- you will study in an historic building uniquely located in the heart of Edinburgh's Old Town
- we organise an integrated programme of social activities to help you use your English as you enjoy all that Scotland's rich culture has to offer.

Our students find that Edinburgh is a welcoming city that offers an unrivalled quality of life, boasting all the attractions expected of a capital. It is also friendly, safe and easy to travel around.

Every summer, the city hosts the world-famous Edinburgh International Festival and the Festival Fringe. Throughout the year, the city maintains a vibrant cultural life, with museums, galleries, theatres and concert halls providing a colourful array of events to suit a wide range of tastes. Edinburgh also has modern facilities for all sports, including a number of excellent public golf courses. Scotland's highlands and islands, with their rugged coastlines, mountains, lochs and glens, are waiting to be explored. Scotland provides many opportunities for outdoor pursuits, from hill-walking and salmon fishing in the summer, to skiing and snowboarding in the winter.

Edinburgh School of English – summer programmes for 10-17 year olds

Our programmes for Young Learners provide excellent teaching in small classes. Every aspect of our programme is designed with the welfare of the student in mind: safe, convenient locations, excellent facilities and carefully selected accommodation. From the moment you enquire about our courses, you will receive the highest level of personal service, ensuring that your children are able to make the most of their language study experience.

Our Young Learners usually join us for short courses during the summer holidays. Some students come in groups, some as individuals. The common factor is that they all enjoy spending time here and, when they leave, they are very proud of the progress they have made in learning English.

Courses

■ General English

Designed to develop students' language skills for effective communication in everyday English. The structured curriculum integrates grammar, vocabulary, pronunciation, with the four skill areas of:

- speaking and listening
- reading and writing

Course books and printed material provide an important framework for our lessons. You will learn to use real-life language outside the classroom. A variety of learning activities are used including audio and video materials, surveys, questionnaires and research projects, role play and communication games. Classes also get out and about to museums, libraries, art galleries, law courts and shops on factfinding missions that provide the materials for talks, information exchanges and presentations.

The course includes Fluency Workshops to develop active expression of the language and Masterclasses which are individual study projects under active guidance from the teacher.

In all courses, the duration of a lesson is 60 minutes. Some lessons may be taught as 1.5 hour sessions.

Tuition / Classes

Full time

- 17.5 hours per week of skills lessons (max 8 per class)
- 5 hours per week of Fluency Workshops (max 12 participants)
- 5 hours per week of Masterclass (max 12 participants)
- Beginner to Advanced
- Minimum age: 17 years

Sample Timetable:

General English

08.45 - 09.00 - Plenary session
09.00 - 10.00 - Fluency Workshop
10.00 - 10.15 - Break
10.15 - 11.15 - Grammar and Vocabulary
11.15 - 11.30 - Break
11.30 - 13.00 - Listening and speaking skills
13.00 - 14.00 - Lunch
14.00 - 15.00 - Masterclass
15.00 - 15.15 - Break
15.15 - 16.15 - Reading and writing skills
16.15 - 16.30 - Break

All timetables are samples and may be subject to change.

Part time

- 12.5 hours per week of skills lessons (max 8 per class)
- 5 hours per week of Fluency Workshops (max 12 participants)
- Beginner to Advanced
- Minimum age: 17 years

Course Dates

- Courses start every Monday throughout the year. Students should arrive in Edinburgh on the Sunday.

Fees per week	Full time	Part time
1 week	£455	£325
2-3 weeks	£375	£285
4-7 weeks	£355	£275
8-11 weeks	£335	£265
12-23 weeks	£325	£260

- Summer supplement of £30 per week for courses starting 28.06.09 - 29.08.09

Course fees include: complimentary welcome pack, certificate of studies and report plus welcome parties and festive gatherings.



for general and academic purposes

■ Examination Preparation Courses

- First Certificate in English (FCE)
- Cambridge Advanced Certificate (CAE)
- Cambridge Proficiency in English (CPE)
- IELTS

The Edinburgh School of English has a track record of helping students to achieve excellent examination results. This success is gained through our dedicated examination classes. These classes enable you to focus entirely on exam preparation and practice. You will be trained to communicate effectively in a wide range of themes and topics. In developing competency with the spoken test, students will be trained in social, negotiating and collaborative skills. These skills are transferable to everyday contexts, to formal study and to professional situations.

The course includes Fluency Practice Workshops to develop active expression of the language and Masterclasses which are exam practice tasks set by the teacher and monitored by active guidance.

Tuition / Classes

- 17.5 hours per week of skills lessons (max 8 per class)
- 5 hours per week of Fluency Workshops (max 12 participants)
- 5 hours per week of Masterclass (max 12 participants)
- Minimum age: 17 years

Sample Timetable:

Exam Preparation

08.45 - 09.00 - Plenary session
09.00 - 10.00 - Fluency Workshop
10.00 - 10.15 - Break
10.15 - 11.15 - Grammar and Vocabulary
11.15 - 11.30 - Break
11.30 - 13.00 - Listening and speaking skills
13.00 - 14.00 - Lunch
14.00 - 15.00 - Masterclass: guided exam practice
15.00 - 15.15 - Break
15.15 - 16.15 - Reading and writing skills with exam focus
16.15 - 16.30 - Break

All timetables are samples and may be subject to change.

Course Dates – Cambridge Exams

Cambridge Exams FCE, CAE

- 04.01.09 - 14.03.09 (10 weeks)*
- 05.04.09 - 13.06.09 (10 weeks)*
- 27.09.09 - 05.12.09 (10 weeks)*

Cambridge Exams FCE, CAE, CPE

- 05.04.09 - 13.06.09 (10 weeks)*
- 27.09.09 - 05.12.09 (10 weeks)*

* On these courses, the exam takes place during the week after the course end date. Therefore students should book an additional week of accommodation.

Course Fees – Cambridge Exams

10 week course:	£3350
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IELTS Exam Preparation – Fees per week

2-3 weeks	£375
4-7 weeks	£355
8-11 weeks	£335
12-23 weeks	£325

- Courses start every Monday
- Summer supplement of £30 per week for courses starting 28.06.09 - 29.08.09

Course fees include: complimentary welcome pack, certificate of studies and report plus welcome parties and festive gatherings.

Accommodation Fees

Accommodation	Homestay	En-suite Homestay	Residence	Catered Apartment	Self-Catering Apartment
Fees per week	£140	£240	£280	£240	£200
Extra night	£30	£45	£50	£45	£35

- Arrival Sunday prior to course start date, departure Saturday
- Accommodation in both homestay and residence is single room with half board
- Residence and apartment available only through the summer

Courses

■ Combination Course

The Combination Course is usually chosen by people learning English for professional purposes. General English group work is followed by individual tuition in areas of English specific to your own business or academic study. This combined approach allows you to aim for fluency in the international setting of the classroom while you and your tutor examine particular areas of personal language weakness or areas of specialist interest such as English for business, tourism, banking or marketing. It is a demanding but rewarding pattern of work.

The course includes Fluency Workshops to develop active expression of the language.

Tuition / Classes

- 17.5 hours per week of skills lessons (max 8 per class)
- 5 hours per week of Fluency Workshops (max 12 participants)
- 5 hours (Combination 5) or 10 hours (Combination 10) per week of individual tuition
- Beginner to Advanced
- Minimum age: 17 years

Sample Timetable: Combination Course

08.45 - 09.00 - Plenary session
09.00 - 10.00 - Fluency Workshop
10.00 - 10.15 - Break
10.15 - 11.15 - Grammar and Vocabulary
11.15 - 11.30 - Break
11.30 - 13.00 - Listening and speaking skills
13.00 - 14.00 - Lunch
14.00 - 15.00 - Individual lesson
15.00 - 15.15 - Break
15.15 - 16.15 - Reading and writing skills
16.15 - 16.30 - Break
16.30 - 17.30 - Individual lesson (for Combination 10)

All timetables are samples and may be subject to change.

Course Dates

- Courses start every Monday throughout the year. Students should arrive in Edinburgh on the Sunday.

Fees per week	Combination 5	Combination 10
1 week	£725	£1025
2-3 weeks	£645	£945
4-7 weeks	£625	£925
8-11 weeks	£605	£905
12-23 weeks	£595	£895

- Summer supplement of £30 per week for courses starting 28.06.09 - 29.08.09

Course fees include: complimentary welcome pack, certificate of studies and report plus welcome parties and festive gatherings.



for professional and specialised purposes

■ Tutorial Course

Take our Tutorial Course to make the fastest possible progress. Individual programmes of 35, 30, 25, 20 and 15 hours per week are available for clients requiring the most intensive programmes.

One-to-one lessons offer students a programme which is designed precisely to their own unique requirements. In this way, you make the maximum possible progress because the teacher is able to focus on your needs and your personal learning style in every lesson.

Throughout the day, you can supplement your lessons with self-study in our quiet areas or self-access centre. This helps to consolidate the work done during lessons. Teachers set self-study exercises and give direction and guidance for students to maximise the consolidation time between lessons.

■ Refresher Courses for Teachers of English

This course is aimed at teachers who wish to learn the latest teaching techniques and try out new materials. They are designed to provide in-service training and/or to be a refresher course for experienced teachers.

(European Union nationals are often eligible for a Comenius grant.)

Tuition / Classes

- 15, 20, 25, 30 or 35 hours of individual tuition per week
- Beginner to Advanced
- Minimum age: 17 years

Sample Timetable: Tutorial Course

	25 Individual lessons	15 Individual lessons
09.00 - 10.00	Grammar and Vocabulary	Grammar and Vocabulary
10.00 - 10.15	Break	Break
10.15 - 11.15	Listening Comprehension and Reading	Listening Comprehension and Reading
11.15 - 11.30	Break	Break
11.30 - 12.30	Oral practice	Oral practice
12.30 - 13.30	Lunch	Lunch
13.30 - 14.30	Reading and Writing	Self-study or free time
14.30 - 15.00	Break	Break
15.00 - 16.00	Competent communication	Self-study or free time

All timetables are samples and may be subject to change.

Course Dates

- Courses start every Monday throughout the year. Students should arrive in Edinburgh on the Sunday.

Fees per week

Number of tutorials	15	20	25	30	35
1 week	£980	£1280	£1580	£1880	£2180
2 - 3 weeks	£900	£1200	£1500	£1800	£2100
4 - 7 weeks	£880	£1180	£1480	£1780	£2080

- Summer supplement of £30 per week for courses starting 28.06.09 - 29.08.09

Tuition / Classes

- 12.5 hours per week of skills lessons (max 8 per class)
- 5 hours per week of Teachers Methodology (max 8 per class)
- 5 hours of Fluency Workshops (max 12 participants)
- 5 hours of Masterclass (max 12 participants)
- Upper Intermediate to Advanced
- Minimum age: 17 years

Course Timetable

Please refer to General English on p4

Course Start Dates

08.03.09, 05.04.09, 03.05.09, 05.07.09, 19.07.09, 02.08.09, 13.09.09, 11.10.09, 08.11.09

Fees per two week course

2 weeks	£750
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- Summer supplement of £30 per week for courses starting 28.06.09 - 29.08.09

Course fees include: complimentary welcome pack, certificate of studies and report plus welcome parties and festive gatherings.

Accommodation Fees

Accommodation	Homestay	En-suite Homestay	Residence	Catered Apartment	Self-Catering Apartment
Fees per week	£140	£240	£280	£240	£200
Extra night	£30	£45	£50	£45	£35

- Arrival Sunday prior to course start date, departure Saturday
- Accommodation in both homestay and residence is single room with half board
- Residence and apartment available only through the summer

Edinburgh life



Accommodation, leisure and travel

Accommodation

Our homestay accommodation is very popular. Our families are mainly based in the attractive suburbs of Edinburgh, usually an average journey of 20 or 30 minutes away from the school by bus. Both standard and en-suite homestays are available, with en-suite homestays offering private bathrooms.

Homestay accommodation is offered on a half-board basis. Some hosts are able to accommodate more than one student but no two students of the same mother tongue are placed together unless specifically requested.

During our summer season, accommodation is also available in residence or apartments. Our residential accommodation is situated next to Edinburgh's stunning Holyrood Park, at Edinburgh University's Pollock Halls. Rooms are available on a single basis with shared facilities.

Our apartment accommodation is shared between three and five students from the school and is superbly situated in a central location less than five minutes from our school.

Leisure

As an important extension of coursework, a variety of social and cultural activities are available to students throughout the week, helping them to get to know Edinburgh and Scotland. To make the most of their time in Scotland, students can also choose from several overnight and day trips at the weekends to famous castles and locations such as Loch Ness. During the summer season the city comes alive with the Edinburgh Festival and festival events are organised for students during each week, including the renowned Edinburgh Tattoo.

Sample weekly activities programme (summer)

Week	Morning	Afternoon	Evening
Monday	Academic Programme		Theatre / musical evening
Tuesday	Academic Programme		Ghost Tour
Wednesday	Academic Programme		Scottish dancing
Thursday	Academic Programme		Cinema evening
Friday	Academic Programme		Welcome party

Activities shown are examples and may be subject to change

Travel

Edinburgh airport is conveniently located a short distance from the city centre. We are happy to provide an airport transfer service for students who would like to be met on arrival. There is also an excellent bus connection from the airport into the city centre, with a journey time of approximately 20 minutes.

When staying in Edinburgh, most students choose to travel around the city by bus. The bus service in the city is one of the best in the United Kingdom, offering a frequent and far reaching service to all parts of the city. A "Ridacard" – or city bus pass – will allow you unlimited travel on all the city's red buses. These passes are available only a five minute walk from the school and are used by the majority of students at the school.

Public transport in Edinburgh is comfortable, safe and easy to use. Drivers are helpful and friendly and the view from the top deck of the buses can be second to none!

Airport Transfer Service

One way	£50
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English and activity programmes for



Young Learners (10-17 years)

Scotland for Young Learners

During their activity-filled time with us, Young Learners get to know a lot about our beautiful country. We take them to ancient castles, mountains and lochs, fine beaches, sports and leisure centres. Scotland is a land where tradition and heritage are strong. Our capital city, Edinburgh, is lively and full of exciting attractions for Young Learners, from fascinating historic buildings and museums to dynamic exhibitions, shops and parks.

Why the Edinburgh School of English?

Our teaching philosophy for Young Learners is simple: learning should be fun. A solid base of classroom learning and grammatical practice enables our Young Learners to explore English through conversation, role-play, trips and activities. There are classes at all levels, from beginners to advanced, and on arrival each student is assessed and placed in the most appropriate class. Young Learners spend 15 hours (20 lessons of 45 minutes) in the classroom each week. Students work in small groups of about 10 and never more than 12. At the end of each course, students receive a course certificate, a full academic report on their progress and useful study suggestions to take home.

Each afternoon we offer a varied and interesting activities programme. Students enjoy a cultural visit or sporting activity which help with learning and international integration. It is surprising how much English can be practised on the sports field or in souvenir shops or visiting a castle. Our staff encourage students to speak English as much as possible outside of the classroom. All Young Learners take part in the afternoon and evening programme as we believe keeping students engaged is the best way to avoid the risk of boredom or home sickness.

In the evenings there are activities every night for those students on residential courses and three nights per week for students staying with host families. Evening activities include lively entertainment, from supervised discos to Scottish evenings and treasure hunts. All students go on a full day excursion on Saturdays and residential students also enjoy a half-day outing on Sundays.



Courses



in Edinburgh for Young Learners

■ *Edinburgh Course for 14-17 years*

In a very short time, our Young Learners grow to love and feel at home in this vibrant capital city. We take them to Edinburgh Castle, where they see the Crown Jewels of Scotland and to the Royal Botanical Garden with its smooth lawns and magnificent glass houses. Without leaving the city, we climb hills, walk through gardens and run along the beach. We also learn about Scotland's great writers and artists.

The Edinburgh course is held at Mary Erskine School, which is about 10-15 minutes from the city centre by bus. Each class has a maximum of 12 students. The school has spacious, modern classrooms. Modern amenities include astro turf playing fields, a well-equipped gymnasium and a large sports hall. Cooked lunches, which are included, are provided in the school's dining hall.

There is a choice of accommodation options:

Residence

Our residential accommodation in Edinburgh is situated at Edinburgh University's Pollock Halls of Residence. The award-winning grounds provide lots of charming green areas for students to enjoy and the residence lies directly beneath Edinburgh's most imposing hill - Arthur's Seat. The single study bedrooms are bright and airy and the shared facilities are excellent. Students who choose to stay in residence are transferred to and from Mary Erskine School by private transport, accompanied by our residential staff.

Homestay

Homestay accommodation is a great opportunity for students to live everyday life in Scotland. Our families are experienced and really enjoy welcoming students into their homes. We usually place two students with each family, where they stay in a comfortable twin room. We ensure that they are always placed with a student of a different nationality, affording them yet more opportunities to practise their English. We provide each student with a travel card, which enables them to get around the city using Edinburgh's excellent public transport system.

Course details

Enrolment

- Groups and individuals

Age

- 14-17 years

Tuition

- 15 hours per week (equivalent to 20 lessons of 45 minutes)

Activities

- Visits to Edinburgh Castle and National Gallery of Scotland
- Urban and city walks
- Sports, including swimming, football and tennis
- Scottish Ceilidh with singing and dancing

Activities shown are examples and may be subject to change

Transport

- Bus pass provided

Travel

- Direct flights from most European cities, including Amsterdam, Paris, Frankfurt

Transfers

- Return transfers from Edinburgh Airport included (subject to flight times)

Course dates & fees

2 week programmes	Homestay	Residential
14.06.09 - 27.06.09*	£1240	£1530
28.06.09 - 11.07.09	£1240	£1530
05.07.09 - 18.07.09	£1240	£1530
12.07.09 - 25.07.09	£1240	£1530
19.07.09 - 01.08.09	£1240	£1530
02.08.09 - 15.08.09*	£1240	£1530
3 week programmes	Homestay	Residential
28.06.09 - 18.07.09	£1860	£2295
05.07.09 - 25.07.09	£1860	£2295
12.07.09 - 01.08.09	£1860	£2295

- Arrival Sunday – Departure Saturday

* This course is held at an alternative location in central Edinburgh

Accommodation

Residential accommodation

- Single study bedrooms with wash basins
- Includes full board (lunches in school Monday to Friday)
- All Young Learners staying in Residence must pay £50 caution money on arrival

Homestay accommodation

- Placement with local families (shared rooms)
- Includes full board (lunches in school Monday to Friday)
- Only one student of any nationality per family

Course fees include

- 15 hours of tuition per week (equivalent to 20 lessons of 45 minutes)
- Small classes, maximum 12
- Full-board accommodation
- Loan of text books to be used in class
- Full class report and Certificate of Studies
- Extensive programme of excursions including a full day Saturday excursion, activities and sports
- Run around bus ticket for Edinburgh city centre
- Coach transfer between Residence and school
- Airport transfers from Edinburgh airport on arrival and departure (standard transfer times: 10.00 - 19.00). Outside of these times, supplements are payable as follows: Edinburgh £50, Strathallan £130

Courses



in Perthshire for Young Learners

■ Strathallan Course for 10-13 years

This famous school in the heart of the countryside offers all the fun of open-air pursuits in freedom and safety. Just ten minutes from the attractive town of Perth and one hour from Edinburgh, Strathallan School is a magnificent nineteenth-century building standing in its own extensive private grounds. With woods, indoor swimming pool, large sports hall and all-weather tennis courts, it's the ideal setting for an active visit.

Our Strathallan students study English in the morning. They enjoy lessons that are designed to be challenging yet fun and to improve language accuracy, fluency and communicative skills. Our classes are limited in size in order to encourage maximum participation from each student.

In the afternoon our Young Learners enjoy sports and excursions, with planned entertainment in the evening. On this large campus, students can explore and enjoy the wide range of facilities. We also introduce them to Perth and Dundee, attractive small towns with excellent visitor facilities. We explore the hills and the coast, and we visit other parts of Scotland, such as the cities of Edinburgh, St. Andrews and Glasgow.

Accommodation

Strathallan offers excellent residential accommodation on campus. Each hall of residence comprises of comfortable single study bedrooms, lovely shared bathroom facilities and bright common rooms where students can get to know each other better. Two members of Edinburgh School of English staff stay on each floor of the residence so there is always an adult on hand for anything the students need.

Course details

Enrolment

- Groups and individuals

Age

- 10-13 years

Tuition

- 15 hours (20 lessons of 45 minutes) per week

Activities

- Traditional Scottish Dancing
- Sports, including swimming, tennis and volleyball
- Arts and crafts
- Treasure hunt

Activities shown are examples and may be subject to change

Travel

- Direct flights from most European cities, including Amsterdam, Paris, Frankfurt, and trains from London every hour

Transfers

- Return transfers from Edinburgh Airport included (subject to flight times)

Course dates & fees

2 week programmes	Residential
05.07.09 - 18.07.09	£1590
19.07.09 - 01.08.09	£1590
3 week programmes	Residential
05.07.09 - 25.07.09	£2385
12.07.09 - 01.08.09	£2385

- Arrival Sunday – Departure Saturday

Accommodation

Residential accommodation

- Single study bedrooms with wash basins
- Includes full board (lunches in school Monday to Friday)
- All Young Learners staying in Residence must pay £50 caution money on arrival

Course fees include

- 15 hours of tuition per week (20 lessons of 45 minutes)
- Small classes, maximum 12
- Full-board accommodation
- Loan of text books to be used in class
- Full class report and Certificate of Studies
- Extensive programme of excursions including a full day Saturday excursion, activities and sports
- Airport transfers from Edinburgh airport on arrival and departure (standard transfer times: 10.00 - 19.00). Outside of these times, supplements are payable as follows: Edinburgh £50, Strathallan £130

Services and Facilities for Young Learners

Caring for Young Learners at the Edinburgh School of English

We have learned from experience that happy students are the best learners; that's why we make welfare our top priority. We aim to provide the best possible care through good organisation, careful selection of staff and accommodation, constant supervision and swift attention to any problems, however small. All this adds up to optimum safety and happiness.

Our staff

Each of our teaching centres is run by a Course Director, responsible for all aspects of the programme, from academic content to entertainment and welfare. An important aspect of our Young Learners' courses is the high level of supervision, with an excellent staff to student ratio.

Teachers are chosen for their experience, ability and enthusiasm. Above all, they like young people and enjoy working with them.

Our Activity Leaders are young, energetic and keen to work with young people. Activity Leaders run the leisure programme after classes each day and ensure that Young Learners are carefully supervised at all times.

Medical treatment and emergencies

Students who are nationals of an EU country can receive free emergency treatment on the National Health Service. In the event of an emergency, if we cannot contact a child's parents, the Principal will make whatever decision is necessary for the child's wellbeing. Any expenses incurred in this way are payable by the student's parents.

Supervision

On all outings, students are escorted by our Activity Leaders. We do not allow any of our Young Learners, whether staying in residence or in Homestay, to go out in the evening, except when they join the group for organised, supervised activities, or in the event that parental consent is received.

Accommodation

In Edinburgh we offer accommodation with friendly Homestay families and in residence at the University of Edinburgh. There are also fully residential courses at Strathallan School in Perthshire, which has a wide variety of recreational facilities on campus, as well as being a centre for living and studying.

Homestay

Homestays, who offer traditional Scottish hospitality in their own homes in Edinburgh, are a popular choice. Families are very carefully chosen, and many have been welcoming our students for years. Our full-time Accommodation and Welfare Officer visits and inspects the homes regularly.

Students share a room with another young person of a different mother tongue, unless two students have particularly asked to be together. Homestays provide breakfast and an evening meal during the week, with lunch at the weekend. We provide a hot lunch in our teaching centre on weekdays. On the first day of school, students are accompanied to school and made aware of travel arrangements.

Residence

Residences offer a friendly atmosphere for all students with supervision provided by residential staff. Single study bedrooms all have wash basins, and there are spacious common rooms, showers, baths and toilets as well as laundry facilities. Students take breakfast and evening meals in residence during the week (lunch is provided at the teaching centre), with full board at weekends. Residential students are taken to school each morning by private coach.

Arrivals and Departures

For both Edinburgh and Strathallan, students should arrive on the Sunday before the course starts and leave on the Saturday after the course finishes. Standard transfer times are 10.00 - 19.00. For those who do not arrive on the Sunday or depart on the Saturday, or arrive or depart outside these times, transfer supplements are payable as follows:

Edinburgh – £50 Strathallan – £130

Enrolment Form

Please send this form to:

Edinburgh School of English, 271 Canongate,
The Royal Mile, Edinburgh EH8 8BQ, UK

T +44 131 557 9200, F +44 131 557 9192
info@edinburghschoolofenglish.com, www.edinburghschoolofenglish.com

PLEASE PRINT IN BLOCK LETTERS

1. Personal Details

Family name First name(s)
Date of birth (dd/mm/yyyy) / / Sex M F
Nationality Mother Tongue
Sports, hobbies or other interests
Name of Parents or Guardians
Address

City Postcode Country
Tel (home) Tel (work)
Fax Email

2. Course Details

Course name
Course Start date / / Course Finishing date / /
English language level

3(a) Accommodation (Adults)

Accommodation: Homestay En-suite Homestay Residence
Apartment: Catered Self-Catering No accommodation required
Please state your contact address in Edinburgh if you have selected no accommodation

Arrival date / / Departure date / /
Arrival transfer from Edinburgh airport Departure transfer from Edinburgh airport

3(b) Accommodation (Young Learners)

Accommodation: Edinburgh Residence Edinburgh Homestay Strathallan
Arrival date / / Departure date / /
Arrival transfer from Edinburgh airport Departure transfer from Edinburgh airport

4. Health

Please list any medical condition, special diet or allergies that school staff should be aware of:

Please give details of any medical treatments that need to be followed during your stay:

Young Learners only:
Previous illness: Chickenpox Measles German Measles Mumps
Is the student asthmatic?

Enrolment Form

CONTINUED FROM PREVIOUS PAGE

5. Payment Details

Edinburgh School of English Fees of £ Deposit of £300

Method of Payment (Cheque No.) Transfer Credit Card

Please debit my: Eurocard Mastercard Visa

Credit Card No.

Expiry Date MM/YY / CCV (3 digits on the reverse of the card)

Card Holder

Signature of Card Holder

6. Authorisation (Young Learners)

Daytime

No child under the age of 14 is allowed out unsupervised.
Students who are 14 years old and above have the opportunity to go shopping in small unsupervised groups.
I agree to the above

Evening

I agree for my child to go out unsupervised in the evenings until 22.00 hrs (I attach authorisation)

My child is not allowed out unsupervised in the evenings

Sports

My child can take part in: Swimming Cycling

I specify special conditions as follows:

In the event of an emergency I authorise any responsible member of your organisation to give permission for an operation to be performed upon the participant if so advised by qualified medical staff.

Signature (Mother/Father/Guardian)

7. Emergency Contact

Emergency Contact: Name in BLOCK CAPITALS

Tel (home) Tel (mobile)

8. Confirmation

I agree to the use of my/my child's personal information, including health and religious or dietary requirements, set out in the terms and conditions. Yes No

I agree that you can send me occasional information about Edinburgh School of English courses and services. Yes No

I confirm my acceptance of the Edinburgh School of English Conditions of Enrolment.

Signature Date (dd/mm/yyyy) / /

I heard about the Edinburgh School of English

Please send this form to:

Edinburgh School of English, 271 Canongate,
The Royal Mile, Edinburgh EH8 8BQ, UK
T +44 131 557 9200, F +44 131 557 9192

info@edinburghschoolofenglish.com
www.edinburghschoolofenglish.com

Edinburgh School of English
bank account:
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Terms and Conditions

How to book a course

To secure a place on an Edinburgh School of English course, please return the Registration Form together with payment of a non-refundable deposit or book online at www.edinburghschoolofenglish.com.

Payment of fees

On receipt of the application and deposit a letter of confirmation is sent with a Statement of Fees which should be settled at least 4 weeks before the course starting date. In the case of registration less than 6 weeks before the course starting date, the full amount of the cost of the course must be sent with the Registration Form. PLEASE NOTE: students will not be allowed to start their course unless FULL PAYMENT has been received by the School. All bank charges must be paid by the student.

Accommodation address

Students who have requested the School to book host family accommodation on behalf of the student will receive details of their host family address at least 5 days before the course starting date, unless they enrol late. This enables those students travelling independently to let the host family know of their approximate time of arrival.

Conditions for cancelling or changing a course by the Student

- If the School receives the cancellation before the course starting date, the School will retain the deposit.
- After the course has started, a student must give 10 days' written notice to the Principal of changes to or cancellation of a course. A cancellation fee equivalent to 1 week's course fees will be charged. Refunds cannot be made for non-attendance, absence due to illness or any other cause.
- If a student wishes to be absent from the course for 1 or 2 weeks for the purposes of taking a holiday s/he must give the Principal at least 2 weeks' notice in writing.
- Students who choose to exchange their original choice of course for one of greater value must pay the difference between the two at the time of requesting the upgrade.
- Any refund due when a course is changed or cancelled, or a holiday taken, will be paid to the person who paid for the student's course at his/her home address at the end of the course. 'End of the course' here is defined as the last date of the course specified on the booking form (i.e. if a student books a 12 week course and decides to leave after 4 weeks s/he will not be refunded until 12 weeks after the start of the course).
- If a student is denied a student visa or study permit and provides the School with a copy of the rejection letter on or before the first day of classes, the School will refund the course fees.

Change or Cancellation of a course by the School

Sometimes it is agreed between the School and a student that it would be beneficial for the student to be moved to another School course. When this happens only a course of at least equivalent cost will be offered by the School.

The School reserves the right to cancel a course, or make changes to course arrangements, without liability, if forced to do so for reasons beyond its control. If this happened, the School would seek to offer alternative arrangements, dates or venues.

If the School cancelled a course booked and paid for by a student in accordance with these terms other than for reasons beyond its control, and did not offer an alternative acceptable to the student, the School would pay compensation as follows:

- Where the cancellation is before the start of the course, compensation equal to the deposit paid by the student or
- Where the cancellation is after the start of the course, compensation equal to one week's fees.

Liability and Insurance

Students should make sure that they organise their own travel insurance to cover medical costs and repatriation costs in the case of an illness or accident.

The School acts only as an intermediary between its students and travel organisations and between students and host families. Unless and to the extent caused by the School's negligence, the School cannot be held responsible for any delay or accident during a journey nor for any incident which may happen during the student's stay with the host family. The School will, however, endeavour to defend the student's interests in the event of breach of contract on the part of the travel organisation or the host family.

The School reserves the right not to allow on the course a student suffering from any illness, medical condition, or mental or physical disability which has not been disclosed on the Registration Form.

This brochure, issued by the School, gives the only terms and information that can be referred to in the event of a disagreement between the student and the School. These terms and conditions are governed by Scottish law and do not affect your statutory rights under Scottish law.

Personal Information and Photographs

We use the personal information that you give us, including information about your health and religious or dietary requirements, to perform our contract with you. We may also use it to ensure that we comply with UK law, for internal training, or to send you further information about our courses and services. We do not share your details with third parties other than as necessary to perform our contract with you. The information you give us is kept securely on our computer system, and is accessible by the schools and offices in the group of companies to which the School belongs, including those outside the European Union. If you do not want to receive further information from us, please write to us at the address below. Please contact us if you want to see a copy of the information we hold, or have questions about our use of your information.

The School reserves the right to use photographs taken during courses to illustrate its promotional material. If a student wishes that his or her photo should not appear in this material, they should write to the School within one month of the photo-shoot. These photos have no commercial or contractual value.

Further conditions specific to Young Learners (7-17 years)

The School reserves the right to issue disruptive students with a warning letter and, if there is no improvement in behaviour, to send them home at their parents' expense.

The School further reserves the right to send home without a warning letter any student committing a serious offence, especially one involving the police, and to include the following: theft, smoking in any School building, the possession of, purchase of or consumption of alcohol or illegal drugs.

For children who will stay with host families, parents may indicate on the Registration Form whether they authorise their child to stay out in the evenings without supervision. Generally, this means that children aged 13 and under are not allowed out unsupervised after their evening meal; those aged 14 and above must return by 22:00. However, students must also respect the house rules of the host family, where these times may inconvenience the family. Children on residential courses have evening activities and are not allowed to stay out unsupervised. Please note that the School cannot be held responsible for any incident whilst the student is out unsupervised.

Students aged 18 and over must register for an adult school. The School reserves the right to transfer an 18 year old from a Young Learners' Course.

Information about the School

The School is closed on 25 December, 26 December and 1 January.

In these terms "the School" means the Edinburgh School of English School where you book your course.

In the UK, Edinburgh School of English courses are operated by the Language School Company Limited, a company registered in England and Wales under company number 01293463 and with registered office at 38 Binsey Lane, Oxford, OX2 0EY United Kingdom.

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