



Southbourne  
School of English  
Established 1966

Adult

Dates & Fees 2020

16+ years

Accredited by the  
 **BRITISH  
COUNCIL**  
for the teaching  
of English in the UK

 **Quality  
English**

  
**IALC**  
International Association  
of Language Centres

MEMBER  
**ENGLISH  
UK**

Registration Fee: £100.00 for all courses

English Courses   Tuition only		Mon 06/01 — Fri 18/12				
Code	Hours	Duration In Weeks   Price Per Week				
		1 — 4	5 — 12	13 — 24	25 — 36	37+
GC (General)	15	£230.00	£220.00	£210.00	£200.00	£190.00
IC (Intensive)	21	£270.00	£260.00	£250.00	£240.00	£230.00

English Courses   High Season		Starting every Monday			
Code	Hours	Course Dates	Includes	Price/Week	
VGC (General)	15	Mon 15/06 – Fri 28/08	Tuition, local afternoon activities and full day Saturday excursion	£310.00	
VIC (Intensive)	21			£350.00	
Code	Hours	Course Dates	Includes	Duration In Weeks   Price/Week	
				1 — 4	5 — 11
GCS (General)	15	Mon 15/06 – Fri 28/08	Tuition <b>only</b>	£250.00	£240.00
ICS (Intensive)	21			£290.00	£280.00
Activities can be booked during your course, please see <b>Extras &amp; Supplements</b> for costs (Page 3)					

One-To-One Courses		Check availability during high season	
Code	Hours	Hours/Week	Price/Week
GCP (GC Plus)	21	15 hours general + 6 hours one-to-one	£560.00
ICP (IC Plus)	27	21 hours intensive + 6 hours one-to-one	£600.00
OTO (1-to-1)		By arrangement	£55.00/hour

International English Language Testing System (IELTS) Courses					
Code	Hours	Course Dates	Duration	Examination Dates	Price
IELTS	21	10/02 – 06/03 23/03 – 17/04 04/05 – 29/05 17/08 – 11/09 28/09 – 23/10 09/11 – 04/12	4 weeks	Sat 07/03 Sat 18/04 Sat 30/05 Sat 12/09 Sat 24/10 Sat 05/12	£1200.00
IELTS-S (Summer)	21	29/06 – 24/07	4 weeks	Sat 25/07	£1240.00

## Cambridge Examination Courses

Course	Hours	Course Dates	Duration	Examination Dates	Price
B2 First (Formerly FCE)	21	17/02 – 12/03 11/05 – 05/06 16/11 – 11/12	4 weeks	Fri 13/03 Sat 06/06 Sat 12/12	£1200.00
B2 First Summer (Formerly FCE)	21	10/08 – 28/08	3 weeks	Thu 27/08	£900.00
C1 Advanced (Formerly CAE)	21	17/02 – 13/03	4 weeks	Sat 14/03	£1200.00
		11/05 – 09/06 02/11 – 01/12	4 weeks +2 days	Wed 10/06 Wed 02/12	£1300.00
C2 Proficiency (Formerly CPE)	21	18/05 – 11/06	4 weeks	Fri 12/06	£1200.00
		02/11 – 02/12	4 weeks +3 days	Thu 03/12	£1360.00
Notes	<ul style="list-style-type: none"> <li>• Average class size is 6 students (max. 10)</li> <li>• Examination courses are guaranteed to run</li> <li>• Examination fees are not included and cost approx. £170.00 - £180.00</li> <li>• Saturday excursions are not included in any examination course</li> <li>• Minimum level required for IELTS course is Intermediate (B1)</li> </ul>				

## Course Information

Description	Notes
Course Level	Elementary to Advanced
Course Start	Every Monday unless Monday is a Public Holiday, then it starts on Tuesday
Class Size	Max. 14 in low season, max. 16 in high season
High Season	<p>From 15/06 - 28/08 there is a high season supplement which will include one full day excursion per week (Saturday) and a daily activity programme. (Not applicable to students who enrolled 12+ weeks, although they can pay for excursions)</p> <p>First day at school: Entrance test, tour of the town and activities in the afternoon. Tuition starts on Tuesdays</p>
Public Holidays	Fri 10/04   Mon 13/04   Fri 08/05   Mon 25/05   Mon 31/08
School Holidays	17:00 Fri 18/12/20 – 08:30 Mon 04/01/21
Starters	<p>Only accepted on the first Monday of each month</p> <p>Students who have not enrolled as Starter, but prove to be, have to pay for private lessons until a Starter course begins</p>
Special Educational Needs/Mental Health Issues	<p>At the time of booking, we MUST be told about any special educational needs and/or mental health issues. As much information as possible should be given so we can assess if we are able to accept the student. If a student arrives with special educational needs that we have not been told about and we are not able to teach/integrate them successfully, we will have to cancel their course. Students will be sent home at their own expense, but remaining course fees will be refunded. Check Terms &amp; Conditions</p>

## Course Fees Include

- Tuition as specified
- First day entrance test
- Study folder
- Course books and teaching materials (£35 supplement for 1 week courses)
- Regular tutorials with class teacher for courses of 4+ weeks
- Regular homework
- Progress tests on courses of 8+ weeks
- Free Wi-Fi and internet access at school
- End of course reports and certificate of attendance (min. 85%)
- Holiday for courses of 12+ weeks by agreement with the school registrar

## Extras & Supplements

Description	Notes	Price
<b>Book Supplement</b>	1 week course bookings only	£35.00
<b>Examination Fee</b>	Closing date 4 - 8 weeks prior to exam	£170.00 - £180.00
<b>GC-S / IC-S (High Season)</b> Activities can be paid for during your course with cash or a *pre-loaded debit card	Saturday full day excursion (no entrance fees)	£35.00/week
	Mid week half day excursion (no entrance fees)	£17.50/week
	Afternoon activities (local sightseeing/sports)	£25.00/week
*Please visit our website for recommendations of pre-loaded debit cards available in your country		
<b>Insurance</b>	Must be arranged & paid before arrival (pre-existing conditions not covered)	£5.50/week
<b>Pocket Money</b>	Charged if sent to school bank account	1%

## Lesson timetable

Low Season	Monday	Tuesday	Wednesday	Thursday	Friday
<b>15 hours (GC)</b>	09:15 – 10:15	09:15 – 10:15	09:15 – 10:15	09:15 – 10:15	09:15 – 10:15
	10:30 – 11:30	10:30 – 11:30	10:30 – 11:30	10:30 – 11:30	10:30 – 11:30
	11:45 – 12:45	11:45 – 12:45	11:45 – 12:45	11:45 – 12:45	11:45 – 12:45
<b>+6 hours (IC)</b>	13:45 – 14:30	13:45 – 14:30	13:45 – 14:30	13:45 – 14:30	Free time
	14:45 – 15:30	14:45 – 15:30	14:45 – 15:30	14:45 – 15:30	
High Season	Monday	Tuesday	Wednesday	Thursday	Friday
<b>15 hours (VGC)</b>	08:45 – 09:45	08:45 – 09:45	08:45 – 09:45	08:45 – 09:45	08:45 – 09:45
	10:00 – 11:00	10:00 – 11:00	10:00 – 11:00	10:00 – 11:00	10:00 – 11:00
	11:15 – 12:15	11:15 – 12:15	11:15 – 12:15	11:15 – 12:15	11:15 – 12:15
<b>+6 hours (VIC)</b>	12:30 – 13:45	12:30 – 13:45	12:30 – 13:45	12:30 – 13:45	12:30 – 13:30

## Accommodation

Arrival/Departure Sunday – Sunday

Description	Notes	Price/Week
Low Season Homestay	Dates: Sun 05/01 – Sun 14/06 & Sun 30/08 – Sun 20/12 Breakfast & Dinner from Mon to Fri, Full Board at weekends	£114.00
High Season Homestay	Dates: Sun 14/06 – Sun 30/08 Breakfast & Dinner from Mon to Fri, Full Board at weekends	£135.00
<b>New</b> High Season Residential (18+ years)	Dates: July and August (Check availability) University campus. Single room, en-suite, shared kitchen, no food, bus pass included	£190.00
Christmas & New Year	Dates: Sun 20/12 – Sun 03/01 Low Season price (£114.00) plus £60.00 per week supplement	£174.00
Room Retainer	Students going on holiday (leaving luggage with host family)	£50.00
Special Diets	Gluten-free diet (check availability prior to booking)	£25.00
Included	<ul style="list-style-type: none"> <li>Light laundry once a week</li> <li>Breakfast &amp; Dinner from Monday to Friday and Full Board at weekends</li> <li>Single room: 18+ years all year round, 16/17 years in low season (except April)</li> </ul>	
IMPORTANT	<ul style="list-style-type: none"> <li>Carefully selected host families - many of them have years' of experience</li> <li>100% of homestay fees are paid to host families</li> <li>All within walking distance of the school (max. 25 – 35 minutes in high season)</li> <li>16/17 year old students follow 11pm (23:00) curfew Monday to Sunday</li> <li>During April and high season under 18 year old students may share a room with another student of a similar age, same gender and different nationality</li> </ul>	

## Taxi Transfers

Destination	1 person	2 people (pp)	3 people (pp)	4 people (pp)
Bournemouth to School	£30.00	£18.00	£13.00	£12.00
Southampton Airport Transfer	£100.00	£55.00	£40.00	£35.00
Heathrow Airport Transfer	£190.00	£100.00	£70.00	£50.00
Gatwick/Luton Airport Transfer	£205.00	£105.00	£75.00	£55.00
Central London Transfer	£220.00	£110.00	£80.00	£60.00
Stansted Airport Transfer	£245.00	£130.00	£90.00	£70.00

- Pick up point will be notified when we have the flight details
- A waiting fee of £35/hour applies if the driver has to wait longer than 1 hour after landing
- UK Border Agency may refuse to allow students under 18 into the UK unless they have written parental consent to travel or have proof of their onward travel arrangements

## Collective Taxi Transfer

Description	Notes	Price
Collective Transfer Arrival Not available for "Unaccompanied Minors"	Selected Sundays, Heathrow Airport, All Terminals, arrive between 10:00 – 17:00	£85.00
Collective Transfer Departure Not available for "Unaccompanied Minors"	Selected Sundays, Heathrow Airport, All Terminals, depart between 10:00 – 17:00	£85.00

- Arrival dates: 29/03, 05/04, 12/04, 19/04, 14/06, 21/06, 28/06, 05/07, 12/07, 19/07, 26/07, 02/08, 09/08, 16/08, 23/08
- Departures dates: 05/04, 12/04, 19/04, 26/04, 21/06, 28/06, 05/07, 12/07, 19/07, 26/07, 02/08, 09/08, 16/08, 23/08, 30/08
- Flight details **must** be sent and paid two weeks before arrival
- This transfer may involve a wait **supervised by our staff** of approx. 2/3 hours depending on flight times

# Conditions of Enrolment

**Enrolment** – Complete the form on this page or send it to the agent. If there is an agent's stamp send the form to that address. If there is no agent's stamp, send the form to the school. Your place at school is confirmed when we have received the registration fee of £100. This is nonrefundable.

**Payment** – You must pay all fees at least 4 weeks before you start your course. If there are 30 days or fewer before your course starts, you must pay the full amount when you enrol. Due to changes in UK law we cannot accept credit card payments.

**Accommodation** – Southbourne School of English arranges the accommodation for all of their students. Everything you pay for your accommodation will be given to the family you are staying with. We do not allow a reduction for parts of a week, but you will have to pay for any extra days. In the low season, students are accommodated in single rooms, unless they ask to share. In the high season, students under 18 years old are accommodated in a twin-bedded room.

**Parents not attending courses** - We will not be able to issue any visa support documents to students' parents/guardians not attending our courses.

**Holidays** – The school is closed on the following public holidays, Fri 10/04, Mon 13/04, Fri 08/05, Mon 25/05, Mon 31/08. The school is closed for the Christmas and New Year period from 17:00 on Fri 18/12/20 to 08:30 on Mon 04/01/21. You can only take other holidays during the course if you tell us about them when you enrol or give 4 weeks notice. We will not give refunds or extend your stay if you take other holidays.

**Cancellations** – If you want to cancel a course, you must send us this information by registered letter. We cannot refund the registration fee of £100. You will have to pay for one week's course and accommodation if you cancel fewer than 15 days before the course starts. For all courses, if you need to cancel because you cannot get a visa, we will refund your fees, less bank charges and the registration fee of £100. If your visa has been refused, you need to send us a copy of the letter from the British Embassy.

**Finishing early** – If you finish before the end of your course, you will not get a refund. We do not give refunds or extend courses to cover missed lessons. Courses cannot be transferred to any family members or friends.

**Expulsion** – You will be expelled (told to leave the school) for these reasons:

- If your attendance is 70% or less
- If you bully students or staff
- If your behaviour is not acceptable
- If you steal or damage the school on purpose
- No refunds will be offered if you are expelled
- No leaving certificate is issued.

**Damage** – If you damage school or homestay property, even if it is an accident, you will have to pay the full cost of the repair or replacement within a week.  
**Liability** – The school is not responsible if your course does not run or you lose lessons because of public disturbance, industrial action, natural disasters or epidemics. The school is not responsible if you lose anything. You should take out insurance to cover health problems, loss, damage and having to go back to your country unexpectedly. We will always pay compensation if we are proved to have been negligent.

**Complaints** – If you have any problems with your course or accommodation, you should tell the Principal or Accommodation Officer immediately. We will always do our best to solve any problems as quickly as possible. We reserve the right to refuse to enrol any student, to change the price or course programmes in this brochure without notice and to refuse lessons and accommodation if you have not paid all money you owe.

*Please note: Students with special needs will be considered on a case-by-case basis. Please contact us before booking if you have special needs.*

## Payment by Flywire

**Recommended Method** – Guaranteed lowest exchange rate (International Bank Transfer, PayPal and Debit/Credit Card Payments)

1. Choose your country and the amounts you are paying in GBP
2. Choose your payment method. Make your payment to Flywire
3. Enter your details and those of the student/s you are paying for
4. Track and confirm your payment by email, SMS or by logging into [southbourneschool.flywire.com](https://southbourneschool.flywire.com)

We have partnered with Flywire to streamline the international payment process. Flywire allows you to pay securely from any country and any bank, typically in your currency. By making your payment with Flywire you can: Track your payments from start to finish, save on bank fees and exchange rates, contact their multilingual customer support team with any questions. Go to [www.flywire.com/select-institution](https://www.flywire.com/select-institution) to begin the payment process. If you have any questions about making an international payment, visit [www.flywire.com/help](https://www.flywire.com/help).

## Payment by other methods

### BANK TRANSFERS

UK Bank charges must be added if payment is made by this method:

Account name: SOUTHBOURNE SCHOOL OF ENGLISH  
Bank name: HSBC  
Branch: CHRISTCHURCH  
Address: 15 High Street, Christchurch, BH23 1AF  
Account Number: 60769665  
Sort Code: 40-46-19  
IBAN number: GB39HBUK40461960769665  
BIC number/Swift code: HBUKGB412ID

### CREDIT CARD

Due to a change in UK law we cannot take credit card payments.

### DEBIT CARD

We can take debit card payments. We recommend you bring a pre-loaded debit card as these can be used to pay in the school and to withdraw money at ATM cash machines

## Agreement

Students under 18 are considered minors in UK law. I understand that enrolling my son/daughter on an adult course means they are not supervised at break, outside school hours and at weekends. They will abide by school rules and curfew times. I/my child wish(es) to attend the Southbourne School of English for the period shown, and I accept the conditions set out above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Southbourne School of English  
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Southbourne School of English Limited, Reg 1673616  
Registered office: 30 Beaufort Road, Southbourne, Bournemouth, Dorset, BH6 5AL



**Southbourne**  
School of English  
Established 1966

# Adult Enrolment Form 2020

<b>Personal Information</b>			
<b>Family Name</b>		<b>First Name</b>	
<b>Gender</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
<b>Date of Birth</b>	___/___/___	<b>Nationality</b>	
<b>Email</b>			
<b>Telephone No.</b>		<b>Mobile No.</b>	
<b>Home Address</b>			
<b>Town</b>		<b>Postcode</b>	
<b>Country</b>			
<b>For 16/17 year olds: Parent First Name</b>		<b>Mobile No.</b>	
<input type="checkbox"/> I confirm that I have NO special educational, physical needs or mental health issues			
<b>I have the following special educational needs (e.g. Dyslexia, ADHD), physical needs, mental health issues or any other relevant personal needs or issues</b>			
<b>Passport No.</b>		<b>Expiry Date</b>	
We will not be able to issue any visa support documents to students' parents/guardians not attending our courses			
<b>Accommodation</b>	<input type="checkbox"/> Part Board Homestay	<input type="checkbox"/> Residential (University Campus)	<input type="checkbox"/> None
<b>Arrival Date</b>		<b>Departure</b>	
<b>Dietary Requirements</b>		<b>Allergies</b>	
Gluten-free (Coeliac) diets incur an extra fee of £25, if they can be arranged			
<b>Course Code</b>		<b>English Level</b>	
<b>Start Date</b>		<b>End Date</b>	
<b>Arrival Airport Transfer</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Date</b>
<b>If yes, which type?</b>	<input type="checkbox"/> Private	<input type="checkbox"/> Collective (check dates)	<b>Flight No.</b>
<b>Flight Arrival Time</b>		<b>Airport</b>	<b>Terminal</b>
<b>Departure Airport Transfer</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Date</b>
<b>If yes, which type?</b>	<input type="checkbox"/> Private	<input type="checkbox"/> Collective (check dates)	<b>Flight No.</b>
<b>Flight Departure Time</b>		<b>Airport</b>	<b>Terminal</b>
<b>Insurance Required</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Notes</b>	UK Border Agency may refuse to allow students under 18 into the UK unless they are accompanied by an adult or have proof of their onward travel arrangements		
Data Protection Notice (GDPR): We ask for your personal data to book your course and homestay accommodation before you come. When you book with us we might need to share some of your information e.g. for a taxi transfer, examinations, etc. The UK Law says we have to give your data to the Home Office if they ask for it			

# How to book your course



## Find a suitable course

Every student's level of English is different, so we take great care to match your course to your language ability and needs.

Please refer to the information sheets for dates and prices or visit:

[southbourneschool.co.uk/language-courses/](https://southbourneschool.co.uk/language-courses/)



## Complete our enrolment form

You can do this by using the enrolment form provided with this brochure

To download and print your own form, please visit:

[southbourneschool.co.uk/language-courses/how-to-book-your-course/](https://southbourneschool.co.uk/language-courses/how-to-book-your-course/)



## Make a payment of £100 registration fee

Your place at the school will be confirmed once we have received the above mentioned payment. All fees must be paid at least 4 weeks before the start of the course.



## Read our Terms & Conditions

Please read our Terms & Conditions carefully and confirm you have understood them before you book and pay for your course.

To read our full Terms & Conditions, please visit:

[southbourneschool.co.uk/terms-conditions/](https://southbourneschool.co.uk/terms-conditions/)



[/SouthbourneSofE](https://twitter.com/SouthbourneSofE)



[/SouthbourneSchool](https://www.facebook.com/SouthbourneSchool)



[/SouthbourneSchoolOfEnglish](https://www.instagram.com/SouthbourneSchoolOfEnglish)

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[1966@southbourneschool.co.uk](mailto:1966@southbourneschool.co.uk)



Bournemouth

## Getting Here

Bournemouth is well-connected. Our local airports, Bournemouth International and Southampton International, are within easy reach. There are excellent train and coach links between all the airports. If you wish, we can arrange a private taxi transfer from a number of airports.

For trains:

[thetrainline.com/](https://www.thetrainline.com/)

For coaches:

[nationalexpress.com/](https://www.nationalexpress.com/)

For details about getting to the school, contact us at [1966@southbourneschool.co.uk](mailto:1966@southbourneschool.co.uk) or please visit:

[southbourneschool.co.uk/contact-us/](https://southbourneschool.co.uk/contact-us/)

Language  
Cert

We prepare for

Cambridge

English Qualifications™

TRINITY  
COLLEGE LONDON

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