

England is our Classroom How do I enrol for 2020?

Adult General/Examination Courses

Legal English

Legal English International Skills (LEGIS)

English for Business

Adult General/Examination Courses - starting any Monday

				GBP
2-4 weeks		per week:		£325
5-11 weeks		per week:		£315
12-23 weeks		per week:		£295
24-35 weeks (see note 4 on the last page)		per week:		£280
36 weeks or more (see note 4 on the last page)		per week:		£270
Full Winter Programme	6 January – 27 March	2020	12 weeks	£3540
Full Spring Programme	30 March – 19 June	2020	12 weeks	£3540
Full Summer Programme	22 June – 25 September	2020	14 weeks	£4130
Full Autumn Programme	28 September – 18 December	2020	12 weeks	£3540

Legal English - fixed dates

				GBP
LAW A	6 January – 24 January	2020	3 weeks	£1488
LAW A	6 January – 31 January	2020	4 weeks	£1744
LAW 1	6 July – 24 July	2020	3 weeks	£1488
LAW 2	27 July – 14 August	2020	3 weeks	£1488
LAW 3	17 August – 4 September	2020	3 weeks	£1488

Legal English International Skills (LEGIS) - fixed dates

				GBP
LEGIS	3 February – 18 December	2020	4 weeks	£1300

Start dates in 2020 are: 3 Feb, 2 March, 30 March, 27 April, 26 May, 28 Sept., 26 Oct, 23 Nov

English for Business - fixed dates

				GBP
BUS	6 January – 18 December	2020	4 weeks	£1300

Start dates in 2020 are: 6 Jan, 3 Feb, 2 March, 30 March, 27 April, 26 May, 22 June, 20 July, 17 Aug, 28 Sept, 26 Oct, 23 Nov

Notes

1. Fees include tuition and social programme, NOT accommodation.
2. Public holidays: classes as normal except Spring Bank Holiday Monday 25 May 2020.
3. An additional registration fee of £100 is added to the fees of the courses booked.
4. Fees for students who study 24 weeks or more, and pay all fees in advance, include the following academic year benefits: airport pickup on arrival, personal tutor, all-inclusive insurance, free exam, free weekday lunch ticket.

All courses include:

- Full day tuition • Additional teacher-assisted self-study • Course books and materials • Work file • Transport on study trips • End of course certificate and report • Social activities and sports •

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Adult General/ Examination Courses	* 2 weeks to 1 year (Winter)			* 2 weeks to 1 year (Spring)			* 2 weeks to 1 year (Summer)			* 2 weeks to 1 year (Autumn)			
	Cambridge Exam Courses 2-11 weeks (Winter)			Cambridge Exam Courses 2-12 weeks (Spring)			Cambridge Exam Courses 2-6 weeks (Summer)			Cambridge Exam Courses 2-12 weeks (Autumn)			
Legal English / LEGIS	3 or 4 weeks	4 weeks LEGIS	3 weeks LEGIS	4 weeks LEGIS	4 weeks LEGIS	4 weeks LEGIS		3 weeks	3 weeks	3 weeks	4 weeks LEGIS	4 weeks LEGIS	4 weeks LEGIS
English for Business Students	4 weeks BUS	4 weeks BUS	3 weeks BUS	4 weeks BUS	4 weeks BUS	4 weeks BUS	4 weeks BUS	4 weeks BUS	4 weeks BUS	4 weeks BUS	4 weeks BUS	4 weeks BUS	4 weeks BUS

* Recommended starting dates for Cambridge Exam students - 6 January, 30 March, 22 June, 28 September 2020.
Later start dates possible.

Accommodation

- Accommodation with a carefully selected homestay includes breakfast and an evening meal 7 days a week and a snack lunch, if required, at the weekend. Cost (when not already included in the course fee) £167 per week. Additional nights £35 per night (subject to availability).
- Residential accommodation is available for adults 18+ in the summer cost £269 per week.

Cambridge Examinations: Important Dates in 2020

First Certificate (FCE)	7 March	-	20 June	-	30 July	-	27 August	-	12 December 2020
Advanced English (CAE)	14 March	-	20 June	-	31 July	-	28 August	-	12 December 2020
Proficiency (CPE)	7 March	-	12 June						3 December 2020

IELTS can normally be taken every 2 weeks

Enrolment

1. Please complete the ENROLMENT FORM and attach a PHOTOGRAPH if you have one available.
2. Enclose £200 as a deposit or instruct your bank to make a transfer of £200 to the Cambridge Academy of English account (see below).
3. Send the completed enrolment form to: **Ann Stevenson - Registrar, cae@cambridgeacademy.co.uk**
Cambridge Academy of English, 65 High Street, Girton, Cambridge, CB3 0QD England
4. As soon as your enrolment form and deposit have reached the Cambridge Academy, we will **immediately** send you your certificate of enrolment for your course, **or return the deposit, if the course is not available.**
5. When you have been admitted to a course, the £200 deposit is non-returnable, but is deducted from your course fees.

Payment

- Payment can be made by:
 - Cheques in £ Sterling drawn on a bank in the UK.
 - By card.
 - By bank transfer to: Cambridge Academy of English
Barclays Bank plc, Chesterton Road Branch, Cambridge, England.
Bank code: 20-17-35, SWIFT: BUKBGB22
£ payments to £ Sterling account: 60224421.
IBAN: GB07 BUKB 201735 60224421

- All fees should be paid in advance, **not later than two weeks before the start of the course.**
- The Cambridge Academy of English reserves the right to increase fees or charges without prior notice.

Cancellation

- 2 weeks or more before the booked period of study begins: fees refunded (except £200 deposit).
- Less than 2 weeks before the booked period of study begins: 50% refund.
- No refund can be made for late arrival, early departure, or missing part of a booked period of study.
- The Cambridge Academy of English reserves the right to exclude any student whose attendance is unsatisfactory or whose behaviour is disruptive. In such cases any refund of fees will be at CAE's discretion.

Insurance Cover

Visitors to Britain are normally given free accident/emergency treatment. However, we advise all students to take out insurance cover in their own country against loss of or damage to possessions, course cancellation after arrival in the UK through injury or illness, and the cost of urgent medical treatment. Insurance is automatically included in the fees for Academic Year students (ie staying 24 weeks or more).

Enrolment Form 2020

Please complete this form in CAPITAL LETTERS and send to Ann Stevenson cae@cambridgeacademy.co.uk
By completing this form I allow information provided to be processed and stored according to CAE Privacy Policy

1 Personal Details

Male Female (put **X** in correct box)

Family name: _____

First names: _____

Date of birth: _____ Age: _____

Nationality: _____ First language: _____

Home address: _____

Photograph
(if available)

Passport number: _____ Passport expiry date: _____

Visa status: _____

Telephone: _____ Mobile: _____

Email: _____

Occupation/Profession: _____

Do you have any disability, illness or allergy that the school should know about?

No Yes:

Do you have any dietary needs (e.g. vegetarian or non-pork diet)?

No Yes: _____

Do you smoke?

No Yes

Have you studied at CAE before? _____

No Yes If 'Yes', please give dates: From: _____ To: _____

NB. Students aged under 18 will be required to complete an additional CAE U18's Parental Consent form, which requires returning to CAE ASAP to complete the booking process.

Emergency contact name This person should be available 24 hours a day. English speaker? Yes No

Full name: _____ Contact Number: _____

Who is this person? _____ Email: _____

2 Course Details

I wish to enrol for (please put **X** in correct box)

General/Examination

Winter
Spring
Summer
Autumn

Legal English

LAWA
LAW1
LAW2
LAW3

LEGIS

LEGIS

English/Business Students

BUS

From starting date:
(DD/MM/YY)

To finishing date:
(DD/MM/YY)

NB. An additional registration fee of £100 is added to the fees of the course(s) booked. This fee is non-refundable

3 What is your level of English?

Beginner → Advanced

Speaking 1 2 3 4 5 6 7
Writing 1 2 3 4 5 6 7

Please see '**What is my Level?**' - page 12 of brochure for explanation.

Enrolment Form 2020

4 Examination Details (for academic courses only)

I am interested in the following exam(s):

- Cambridge First Certificate (FCE) Certificate in Advanced English (CAE) IELTS
 Cambridge Proficiency (CPE) Other, namely: _____

5 Accommodation (for Adults aged 16+)

Please arrange accommodation for me at £167 per week in a homestay Yes No

I would like a: single room shared room (NB Young adults may be required to share a room in the peak summer period)
 residential accommodation (minimum age is 18)

NB. There is a £30 supplement for the first week of homestay accommodation

6 Planned Date of Arrival in England

Date: _____ Airport: _____ Flight No: _____ Time of arrival: _____

(If you do not have these details now, please inform us as soon as possible.)

If you require a taxi service from the airport, please indicate below:

London Heathrow (£180) London Stansted (£130) London Luton (£130) London Gatwick (£195)

7 How did you first hear of the Cambridge Academy of English?

- British Council English UK Friend Teacher Agent Internet
 Other, namely: _____

8 Payment of fees

Payment will be made by:

- Cheques in £ sterling drawn on a bank in the UK
 Card I would also like the balance charged to my card 2 weeks before the start of the course
 Bank transfer to: **Cambridge Academy of English,
Barclays Bank plc, Chesterton Road Branch, Cambridge, England.
Bank code: 20-17-35, SWIFT: : BUKGB22
£ payments to £ Sterling account: 60224421.
IBAN: GB07 BUKB 201735 60224421**

Please give the name, address, contact telephone, contact email of the person or organisation or company responsible for payment if not yourself.

NB. Any student needing a visa to study in England must complete the required visa application process before being admitted on a CAE course.

It is your responsibility to ensure that you have the correct visa type and appropriate leave to remain in the UK. In the case that we find you do not have appropriate leave to remain, we will terminate your course immediately. In this case tuition and registration fees are non-refundable.

According to English law, we have a special duty of care to students aged under 18. CAE will contact you about any additional information required

I confirm that the information provided is complete and true. I understand that I must notify CAE of any changes or information relevant to the health and welfare of myself and others. I agree that information will be stored and used for CAE purposes only according to our Privacy Policy.

FULL NAME (please print):

Signature:

Date: / /