

PART TIME ENGLISH FOR BUSINESS (BEC) 2011 - 2012

What is the aim of the course?

To improve your English Language skills in a business context:

- reading
- writing
- listening
- speaking

Who is the course for?

Students who want to:

- Improve their English Language skills in a business context
- Progress to other college/university courses and/or Employment in the UK, or another English speaking environment

What is the content of the course?

You will be using language in a practical way and will have lessons concentrating on:

- reading and writing
- vocabulary and grammar
- listening and speaking

In addition to the 4 hours of class time, you have the opportunity to attend self study, which is supervised by one of our teachers. He/she will be able to help you with your individual needs, e.g. extra listening practice, exam practice etc.

If you want more classes, you can join other course e.g. general English at an extra fee. If your English is at the required level, you may be able to join other college courses at an extra fee.

What are the entry requirements?

You will have an E2 qualification or similar level.

Is there any form of assessment?

Yes, you will have an assessment. During the course, you will have to do homework every lesson.

The maximum class size is normally eighteen for the ESL part-time class.

What qualifications will I gain?

The BEC (at an appropriate level). Examination fees are included in the course fees.

If you want to take other Cambridge examinations, e.g. FEC examinations, you will have to pay the exam

entry fee. Exams take place at specified times each year.

Do I need to provide any equipment?

You will need to buy course books, a file and paper and a pen.

What can I do after the course?

You can progress to another class and if your English is at the required level, you may be able to join other courses at the college and study in classes with English speaking students.

If you have the necessary qualifications and English Language skills, you can also progress to a range of courses at other colleges or universities.

What are the leisure and social/cultural activities?

The College organises a variety of activities which you can take part in at an extra charge. These include local, national and international trips, sports activities and international evenings. Last year a number of our students visited New York for a few days and some went skiing in the Italian Alps. Our students have also enjoyed excursions to London. Local theatre visits are organised by the College and international evenings give you the opportunity to meet many other students at the College. Sports activities, particularly football, basketball and tennis are popular and a number of international students play in the College teams.

What facilities are available?

The College prides itself on providing a wide range of high quality resources and facilities which include:

- learning centre which provides books, newspapers, journals, CDs, DVDs and computer access
- language centre which provides specialised language learning resources and e-learning materials
- modern language laboratory
- well resourced classrooms
- restaurants and cafeterias

How long does the course last?

Autumn term:

Autumn session starts week beginning:
Monday 19th September 2011
Autumn session ends week beginning:
Monday 28th November 2011
Half-term break: 24th October – 28th October 2011

Winter term:

Winter session starts week beginning:
Monday 9th January 2012
Winter session ends week beginning:
Monday 19th March 2012
Half-term break: 13th February- 17th February 2012

Spring term:

Spring session starts beginning:
Monday 17th April 2012
Spring session ends week beginning:
Monday 25th June 2012
Half-term break: 4th June – 8th June 2010

When does the course start?

Courses normally start in September but students arriving late can join after enrolling at one of our enquiry/ assessment sessions

Frequently asked questions:

- Q** Can I pay in instalments?
A Yes. There are certain requirements. Details on request.
Q Can I join other classes at the College?
A Yes. We encourage you to join other classes and study with English speaking students but it will depend on your levels of English.

Where can I get further information?

If you need help or answers to specific questions, please contact the Student Advice Centre on: 01225 312191 ext. 715/716 or email: info@citybathcoll.ac.uk

To enrol:

In person, visit the Student Advice Centre in the main Macaulay Building, accessed from St. James Street West or Avon Street. Please see 'how to enrol' on the college website www.citybathcoll.ac.uk for more detailed information.