

England is our Classroom How do I enrol for 2017?

Adult General/Examination Courses
English for Law Students
Legal English International Skills (LEGIS)
English for Business Students

Adult General/Examination Courses

			GBP	EURO
2-11 weeks (starting any Monday)		per week:	£295	€413
12-23 weeks (starting any Monday)		per week:	£285	€399
24 weeks or more (starting any Monday)		per week:	£275	€385
Full Winter Programme	9 January – 24 March 2017	11 weeks	£3245	€4543
Full Spring Programme	27 March – 16 June 2017	12 weeks	£3420	€4788
Full Summer Programme	19 June – 22 September 2017	14 weeks	£3990	€5586
Full Autumn Programme	25 September – 15 December 2017	12 weeks	£3420	€4788

English for Law Students

				GBP	EURO
LAW A	9 January – 27 January 2017	3 weeks		£1119	€1566
	or 9 January – 3 February 2017	4 weeks		£1496	€2096
LAW 1	19 June – 7 July 2017	3 weeks		£1413	€1977
LAW 2	10 July – 28 July 2017	3 weeks		£1413	€1977
LAW 3	31 July – 18 August 2017	3 weeks		£1413	€1977
LAW 4	21 August – 8 September 2017	3 weeks		£1413	€1977

Legal English International Skills (LEGIS)

				GBP	EURO
LEGIS	6 February – 15 December 2017	4 weeks		£1180	€1652

Start dates in 2017 are: 6 Feb., 6 March (3 weeks), 27 March, 24 April, 22 May, 25 Sept., 23 Oct., 20 Nov.

English for Business Students

				GBP	EURO
BUS	9 January – 15 December 2017	4 weeks		£1180	€1652

Start dates in 2017 are: 9 Jan., 6 Feb., 6 March (3 weeks), 27 March, 24 April, 22 May, 19 June, 17 July, 14 Aug., 25 Sept., 23 Oct., 20 Nov.

Notes

1. Fees include tuition and social programme, NOT accommodation.
2. Public holidays: classes as normal except Easter Monday 17 April 2017 and Spring Bank Holiday Monday 29 May 2017.
3. An additional registration fee of £100/€140 is added to the fees of the courses booked.

All courses include:

- Full day tuition • Additional teacher-assisted self-study • Course books and materials • CAE-learning • 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)		
English for Law Students / 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	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 - 9 January, 27 March, 19 June, 25 September 2017.
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) £153/€214 per week. Additional nights £35/€50 per night (subject to availability).
- Residential accommodation is available for adults 18+ in the summer. Prices on application.

Cambridge Examinations: Important Dates in 2017

First Certificate (FCE)	4 March	-	6 June	-	27 July	-	24 August	-	9 December 2017
Advanced English (CAE)	11 March	-	7 June	-	20 July	-	25 August	-	2 December 2017
Proficiency (CPE)	11 March	-	8 June						2 December 2017

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/€300 as a deposit or instruct your bank to make a transfer of £200/€300 to the Cambridge Academy of English account (see below).
3. Send the completed enrolment form to: **Ann Stevenson - Registrar,
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/€300 deposit is non-returnable, but is deducted from your course fees.

Payment

- Payment can be made by:
 1. Cheques in £ Sterling drawn on a bank in the UK.
 2. Card. All card transactions are charged at 2%, except for UK bank debit cards, which are free.
 3. By bank transfer to: Cambridge Academy of English
Barclays Bank plc, Chesterton Road Branch, Cambridge, England. Bank code: 20-17-35, SWIFT: BARCGB22
£ payments to £ Sterling account: 60224421. IBAN: GB95BARC20173560224421
€ payments to € Euro account: 76138655. IBAN: GB72BARC20173576138655
- 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/€300 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 2017

Please complete this form in CAPITAL LETTERS and send to Ann Stevenson at the Cambridge Academy of English

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: _____

Fax: _____

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:** _____

2 Course Details

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

General/Examination

Winter
Spring
Summer
Autumn

English/Law Students

LAWA
LAW1
LAW2
LAW3
LAW4

English/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/€140 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 2017

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 17+)

Please arrange accommodation for me at £153/€214 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/€42 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 (£170/€238) London Stansted (£120/€168) London Luton (£120/€168) London Gatwick (£185/€259)

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

I enclose a £200/€300 deposit I am sending £200/€300 by bank transfer I would like to pay £200/€300 by credit card

I would like the balance charged to my credit card two weeks before the start of my course

NB. All card transactions are charged at 2%, except for UK bank debit cards, which are free.

Please charge my Visa/Mastercard Card Number

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Expiry date: _____ Security Code (3 digits): _____

Signature of cardholder: _____

Name and address of cardholder: _____

Please give the name and address of the person **or** organisation **or** company responsible for paying your fees 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.

Signature: _____

Date: / /

