

**BRAND NEW
CENTRES
EDINBURGH &
HARROGATE!**



CENTRE OF ENGLISH STUDIES

2016 AGENT HANDBOOK

PTE | PEARSON TEST OF ENGLISH
Academic



**CES LEEDS
HOST OF
2016 IALC
WORKSHOP**

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Why Choose CES?



Dublin



London



Oxford



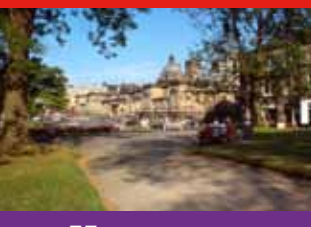
Edinburgh



Leeds



Worthing



Harrogate

Care Excellence Success

- » Choice of 7 wonderful locations in the UK and Ireland
- » Family run business with a personal touch
- » International reputation for quality teaching and staff friendliness
- » All CES England Schools have been graded 'Exceeds Expectations' by the ISI
- » CES Dublin is an Official IELTS and Pearson PTE Test Centre
- » CES Edinburgh is an official CELTA Training Centre
- » CES Leeds/Harrogate is an official IELTS and Cambridge Exam Test Centre
- » Students from over 66 countries worldwide
- » Excellent facilities
- » FREE Wi-Fi in all centres
- » Customized buildings in fantastic locations
- » Our FREE CES Online e-Learning Package
- » Multi-award winning school
- » Competitively priced courses
- » Excellent, carefully selected homestay accommodation
- » Residential accommodation available
- » Exciting and comprehensive year-round social programmes

“ Over 35 years' experience in helping our students improve their English skills ”

CES Dublin



Key Selling Points

- » Right in the heart of Dublin city centre
- » On the same street as Dublin Castle, Temple Bar and Trinity College
- » Official IELTS and Pearson PTE Test Centre
- » IALC, EAQUALS, MEI and ACELS accredited
- » Homestay and self-catering residential accommodation available all year round
- » Student café, lounge and roof gardens
- » Free CES Online e-Learning Package

CES Dublin Location

“Learn English in the centre of Europe’s most vibrant city!”

- » CES Dublin is perfectly located on the same street as Dublin’s top visitor attractions - Dublin Castle, Trinity College, Christchurch Cathedral and Dublin’s cultural quarter, Temple Bar.
- » The school is a 5 minute walk from Dublin’s main shopping streets, chic restaurants, cafés, bars and the beautiful St. Stephen’s Green Park.
- » St. Patrick’s Cathedral, the Oscar Wilde House, the Spire of Dublin, Guinness Storehouse and the Jameson Whiskey Museum are all nearby.
- » Dublin’s top galleries and museums are an easy stroll from the school, including the National Gallery of Ireland, the Dublin Writers Museum and Ireland’s Natural History Museum.
- » Easily accessed by all forms of public transport.



Useful Links

Tourism:

www.visitdublin.com
www.tourismireland.com
www.discoverireland.ie

Travel:

www.dublinbus.ie
www.irishrail.ie
www.luas.ie
www.dublinbikes.ie

“Top Location in City Centre!”

CES London



Key Selling Points

- » 20 minutes by train from central London
- » Located in one of London's most fashionable suburbs, Wimbledon
- » Wimbledon Town Centre is within a 10 minute walk
- » IALC, British Council and EAQUALS accredited
- » Homestay and self-catering residential accommodation available all year round
- » Student lounge and patio garden
- » Free CES Online e-Learning Package

CES London Location - Wimbledon

“Learn English in the home of the world famous tennis club!”

- » CES London is located in Wimbledon and is within a 10 minute walk of the town centre.
- » The school is just 20 minutes by train from central London.
- » Wimbledon train station and London transport links are a 10 minute walk away.
- » The school is minutes from Wimbledon's many cosmopolitan shops, restaurants, cafés, theatres and cinemas.
- » Wimbledon's All England Lawn Tennis Club, famous tennis museum and the beautiful Wimbledon Common Park, are within easy walking distance.
- » CES London is a short stroll away from Wimbledon's fantastic indoor shopping centre, Centre Court.



Useful Links

Tourism:

www.visitlondon.com
www.london.com
www.visitbritain.com

Travel:

www.nationalrail.co.uk
www.tubeplanner.com
www.tfl.gov.uk

“ Learn it, Live it, Love it! ”

CES Oxford

Key Selling Points

- » Located in the beautiful village of Wheatley
- » 10 kms from Oxford city centre
- » **Maximum of 9 students per class**
- » Average class size of 6
- » Self-access facilities open in the evenings for students (Monday- Thursday)
- » IALC and British Council accredited
- » Homestay and self-catering residential accommodation available
- » Many homestays are within walking distance
- » Stunning student gardens
- » Free CES Online e-Learning Package



“ The City of Dreaming Spires! ”

CES Oxford Location - Wheatley

“Learn English in one of the world’s oldest and most famous university cities!”

- » Our school, CES Oxford, is located in the beautiful and tranquil village of Wheatley.
- » The school is on the village’s main street and is beside local shops, cafés and restaurants.
- » Wheatley provides a friendly, safe and traditional British village environment, ideal for students learning English.
- » Wheatley is a short and easy bus journey from central Oxford.
- » The famous scenic region of The Cotswolds is nearby.
- » Many homestays are within walking distance of the school.

Useful Links

Tourism:

www.visitoxfordandoxfordshire.com
www.oxfordcityguide.com
www.visitbritain.com

Travel:

www.oxfordbus.co.uk
www.nationalrail.co.uk
www.thetrainline.com
www.cycletoursoxford.com

CES Edinburgh



Key Selling Points

- » Right in the centre of beautiful Edinburgh city
- » A short stroll away from Princes Street
- » CELTA Training Centre
- » British Council accredited
- » Homestay accommodation available all year round
- » Student lounge and library
- » Free CES Online e-Learning Package

CES Edinburgh Location

“Learn English in one of the world’s most culturally exciting cities!”

- » CES Edinburgh is surrounded by the city’s top tourist hotspots – Edinburgh Castle, the Scottish National Gallery and the historic Old Town.
- » Scotland’s most popular street, Princes Street, is a mere 10 minute walk away.
- » All of the city’s best cafes, pubs, bars and restaurants are an easy stroll from the school.
- » Edinburgh city’s top galleries and museums are close by and free to enter.
- » Edinburgh boasts an international airport and great bus and rail links. London is a 4.5 hour train ride away. Both Edinburgh Haymarket Train Station and Edinburgh Waverley Train Station are easily accessible from the school.



Useful Links

Tourism:

www.visitscotland.com/destinations-maps/edinburgh-lothians/

Travel:

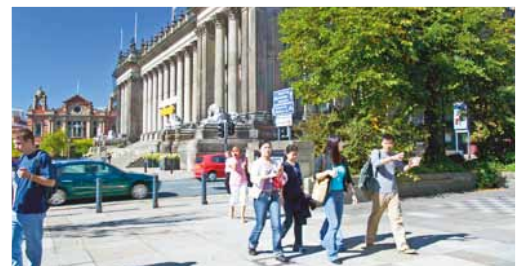
www.edinburghairport.com
edinburgh.cdmf.info/public/bus/list

“Scotland’s Historic City of Learning!”

“The Heart of North England!”

Key Selling Points

- » Perfect location in the heart of Leeds city centre
- » Vibrant and exciting student city
- » 10 minute walk from Leeds' main shopping area, tourist attractions, restaurants and bars
- » Beautiful, classically-restored Georgian building
- » IALC and British Council accredited
- » Homestay and self-catering accommodation available
- » Student lounge and self-access centre
- » Free CES Online e-Learning Package



CES Leeds Location

“Learn English in the Knightsbridge of the North!”

- » CES Leeds is surrounded by Leeds' top visitor attractions - Royal Armouries, Harewood House, Leeds' Tropical World, Thackeray Museum and Leeds City Art Gallery.
- » Leeds boasts a vibrant student population with a thriving nightlife and live music scene.
- » The school is a 10 minute walk from Leeds' main shopping area, trendy restaurants, cafés, bars, cinemas, The Grand Theatre and Opera House Leeds.
- » The school is a 5 minute walk from Leeds City station and all main bus routes on The Headrow.
- » There are regular trains to London, Manchester, Liverpool and Edinburgh. London is only two hours and fifteen minutes by train. Manchester is just over 1 hour by train, Liverpool is about 1 ½ hours and Edinburgh is 3 hours away by train.

Useful Links

Tourism:

www.visitleeds.co.uk
www.yorkshire.com

Travel:

www.wymetro.com
www.eastcoast.co.uk

CES Worthing



Key Selling Points

- » Less than 10 minutes from the beach
- » Safe, sunny and tranquil town
- » IALC, British Council and EAQUALS accredited
- » The only British Council accredited school in Worthing
- » Homestay accommodation, many within walking distance of school
- » Student lounge and gardens
- » Free CES Online e-Learning Package
- » 20 minutes by train to Brighton

CES Worthing Location

“Learn English and enjoy England’s sunniest climate!”

- » CES Worthing is a few minutes’ walk from Worthing’s beautiful beach and pier.
- » All of the best shops, cafés and restaurants are within a 5 minute stroll of the school.
- » Worthing train station is a 5 minute walk from the school. There are regular trains to Brighton, London and Portsmouth.
- » Worthing is a 20 minute train ride from Brighton and a 90 minute train ride from central London.
- » There is a direct train link from Gatwick Airport to Worthing.
- » Chichester, Arundel and South Downs are all nearby.



Useful Links

Tourism:

www.visitworthing.co.uk
www.visitbritain.com

Travel:

www.nationalrail.co.uk
www.stagecoachbus.com
www.buses.co.uk
www.compass-travel.co.uk
www.metrobus.co.uk

“ Life on the Sunny South Coast! ”

CES Harrogate

Key Selling Points

- » Set in the heart of traditional, tranquil and safe Harrogate
- » Beside the world famous Betty's Tea Rooms and Royal Pump Room museum
- » Official IELTS and Cambridge Exam Test Centre
- » Small and friendly school
- » Beautifully decorated Georgian building
- » IALC and British Council accredited
- » Homestay accommodation available, many within walking distance of the school
- » Student lounge, canteen and library
- » Free CES Online e-Learning Package



CES Harrogate Location

“Learn English in the historic spa town of Harrogate!”

- » Our newest CES school is perfectly located in the very centre of this Victorian spa town.
- » CES Harrogate is surrounded by the town's best visitor attractions – Betty's Tea Rooms and the Royal Pump Room museum.
- » The school is a 5 minute walk from Harrogate's main shopping area and award-winning restaurants, bars and cafes.
- » The spectacular Yorkshire Dales are nearby. Harrogate is located at the most southerly point of the Dales.
- » Stunning scenery and attractions surround Harrogate. Nidderdale is designated as an Area of Outstanding Natural Beauty. Fountains Abbey and Studley Royal are a stone's throw away. The neighbouring town of Knaresborough is a great day out.
- » The school is a 10 minute walk from Harrogate Train and Bus Station.
- » There are regular trains to Leeds and York, from where connections can be made to the rest of the UK.

Useful Links

Tourism:

www.visitharrogate.co.uk
www.visit-yorkshire.co.uk

Travel:

www.yorkshiretravel.net
www.leedsbradfordairport.co.uk

“The Happiest Town in the UK!”

Our Free e-Learning Package



CES Online

Personalised tutorials
Extra study materials
Exam practice
Weekly new lessons

Grammar App

2500 pages of grammar
Explanations + exercises
Grammar on the move



Front Desk App

E-reception
Social programme
Visitor information

All CES Courses Include...

- » Maximum class sizes of 14 and average of 10
- » Maximum class size in CES Oxford of 9 and average of 6
- » Self-Access Study Facilities
- » Additional Course Materials
- » CES Certificate of Attendance
- » Detailed Progress Report
- » Entry Level Test at the beginning of course
- » Multimedia Centre
- » Comprehensive and Exciting year-round Social Programme
- » Free Wi-Fi and Internet Access
- » CES Online e-Learning package
- » Student Counselling
- » CES Welcome Pack
- » 24 Hour Emergency Help Line



DUBLIN



LONDON



OXFORD



EDINBURGH



LEEDS



WORTHING



HARROGATE

“Over 35 years’ experience in helping our students improve their English skills”

CES DUBLIN IS AN OFFICIAL PEARSON TEST CENTRE

What is Pearson PTE?

Pearson PTE is a 3-hour long computer based Secure English Language Test (SELT). It aims to be a more flexible alternative to IELTS/TOEFL.

What are the unique selling points?

- » Much faster results turnaround than IELTS, TOEFL etc. Maximum 5 days after the test but usually within 48 hours.
- » Test dates and times are flexible and tests can be arranged at short notice - as little as 48 hours before

PTE | PEARSON TEST OF ENGLISH
Academic

an exam. The recommended registration time for IELTS/TOEFL is 5 weeks.

- » Detailed assessment break-down rating skills in specific areas such as grammar, pronunciation, vocabulary etc. in addition to the four main skills
- » Free online practise tests available.
- » Voice recordings are available to universities to give them a sample of a student’s English.
- » Like IELTS, PTE is a highly secure, objective and accurate exam recognised by the UK Border Agency and other immigration authorities, universities and educational institutions.

For more information, please see www.ces-schools.com/PTEAcademic

Standard General English Course

20 lessons per week
Beginner to Advanced

UK and Ireland

Course Fees

School	2 Weeks	3 Weeks	4 Weeks	5-12 Weeks	13-23 Weeks	24+ Weeks
Dublin	€526	€757	€988	€235 per week	€210 per week	€189 per week
London	£379	£561	£736	£179 per week	£173 per week	£168 per week
Oxford	£379	£561	£736	£179 per week	£173 per week	£168 per week
Edinburgh	£337	£498	£652	£158 per week	£152 per week	£147 per week
Leeds	£337	£498	£652	£158 per week	£152 per week	£147 per week
Worthing	£337	£498	£652	£158 per week	£152 per week	£147 per week
Harrogate	£337	£498	£652	£158 per week	£152 per week	£147 per week

Course Details

The Standard General English Course takes place all year round. Lessons are held every morning, from Monday to Friday. Students are then free in the afternoons to join our exciting social programme, avail of our self-access facilities, or to explore the rich history and culture of Ireland and the UK.

Students will work on improving the skills involved with speaking, listening, reading and writing, so that they can improve their comprehension and communicate more freely. They will work on their linguistic knowledge, increasing their vocabulary and deepening their understanding of the grammar and structure of the language.

Courses at CES are communicative and task based, using the most up to date technology and authentic materials.

Course Timetable

School	Lessons	Time	Day
Dublin	20	9.00 - 13.00	Monday - Friday
London	20	9.30 - 13.00	Monday - Friday
Oxford	20	9.30 - 13.00	Monday - Friday
Edinburgh	20	9.30 - 13.00	Monday - Friday
Leeds	20	9.30 - 13.00	Monday - Friday
Worthing	20	9.30 - 13.00	Monday - Friday
Harrogate	20	9.30 - 13.00	Monday - Friday

Important Information

Enrolment: Every Monday

Course: All Year

For students aged: 16+ years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

*UK Contact Hours per week: 15. Ireland Contact Hours per week: 18.33

**Please note that Beginners' Courses are subject to demand. For Beginners' Course dates, please contact your CES school of choice directly

Intensive General English Course

30/26 lessons per week
Beginner to Advanced

UK and Ireland

Course Fees

School	2 Weeks	3 Weeks	4 Weeks	5-12 Weeks	13-23 Weeks	24+ Weeks
Dublin	€631	€914	€1198	€294 per week	€284 per week	€273 per week
London	£528	£789	£1039	£254 per week	£249 per week	£242 per week
Oxford	£528	£789	£1039	£254 per week	£249 per week	£242 per week
Edinburgh	£484	£715	£946	£232 per week	£226 per week	£220 per week
Leeds	£484	£715	£946	£232 per week	£226 per week	£220 per week
Worthing	£484	£715	£946	£232 per week	£226 per week	£220 per week
Harrogate	£484	£715	£946	£232 per week	£226 per week	£220 per week

Course Details

The Intensive General English Course is suitable for students who want to maximise on work carried out in the Standard Course. This course takes place all year round, from Monday to Friday.

Morning lessons follow the same programme as the Standard Course. There are also three afternoon lessons a week which are focused on improving the students' speaking skills and ability to communicate through English. In the afternoon lessons, students have the opportunity to improve their communicative proficiency through discussions, topical debates, authentic materials and AV technology.

Course Timetable

School	Lessons	Time	Day
Dublin	26	9.00 - 13.00	Monday - Friday
		14.00 - 16.00	Tuesday - Thursday
London	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Oxford	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Edinburgh	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Leeds	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Worthing	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Harrogate	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday

Important Information

Enrolment: Every Monday

Course: All Year

For students aged: 16+ years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

*UK Contact Hours per week: 22. Ireland Contact Hours per week: 23.83

**Please note that Beginners' Courses are subject to demand. For Beginners' Course dates, please contact your CES school of choice directly

Combination Course

20 group lessons + 5 hours one-to-one lessons per week
Beginner to Advanced

UK and Ireland

Course Fees

School	2 Weeks	3 Weeks	4 Weeks	5-12 Weeks	13-23 Weeks	24+ Weeks
Dublin	€1051	€1471	€1929	€473 extra week	€473 extra week	€473 extra week
London	£694	£1024	£1345	£331 extra week	£331 extra week	£331 extra week
Oxford	£694	£1024	£1345	£331 extra week	£331 extra week	£331 extra week
Edinburgh	£662	£978	£1283	£315 extra week	£315 extra week	£315 extra week
Leeds	£662	£978	£1283	£315 extra week	£315 extra week	£315 extra week
Worthing	£662	£978	£1283	£315 extra week	£315 extra week	£315 extra week
Harrogate	£662	£978	£1283	£315 extra week	£315 extra week	£315 extra week

Course Details

The Combination Course takes place all year round, from Monday to Friday. Morning lessons follow the same programme as the Standard Course.

There are two afternoons a week of one-to-one lessons, designed to meet the individual requirements of each student.

Prior to the first one-to-one session, students complete a Needs Analysis which helps the teacher to plan the one-to-one lessons according to the student's specific needs. Teachers then work closely with the student to ensure these needs are being met. All students receive a final report detailing their progress and outlining future areas for attention.

Course Timetable

School	Lessons	Time	Day
Dublin	20 + 5 hours One to One	9.00 - 13.00	Monday - Friday
		14.00 - 16.30	Two afternoons a week
London	20 + 5 hours One to One	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Two afternoons a week
Oxford	20 + 5 hours One to One	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Two afternoons a week
Edinburgh	20 + 5 hours One to One	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Two afternoons a week
Leeds	20 + 5 hours One to One	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Two afternoons a week
Worthing	20 + 5 hours One to One	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Two afternoons a week
Harrogate	20 + 5 hours One to One	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Two afternoons a week

Important Information

Included: 5 hours of one-to-one lessons

Enrolment: Every Monday

Course: All Year

For students aged: 16+ years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

*UK Contact Hours per week: 20. Ireland Contact Hours per week: 23.33
**Please note that Beginners' Courses are subject to demand. For Beginners' Course dates, please contact your CES school of choice directly

Full-Time IELTS Course

IELTS™

Official Test Centre

20 IELTS lessons per week,
Intermediate to Advanced

www.ieltsdublin.com

Ireland Only

Course Fees

School	2 Weeks	3 Weeks	4 Weeks	5-12 Weeks	13-23 Weeks	24+ Weeks	IELTS Exam Fee
Dublin	€526	€757	€988	€235 per week	€210 per week	€189 per week	€193

2016 IELTS Dublin Provisional Test Dates

Month	Test 1	Test 2	Test 3	Test 4
January		23	30*	
February	13*	20	27*	
March	05	12*	19	
April	02	16*	30	
May	07*	21	28*	
June	04	18*	25	
July	09*	16	30	
August	13*	20	27*	
September	03*	10	24	
October	08	22*	29	
November	05*	19	26*	
December	03	10		

Please note: * = Academic Module only. All other dates = Academic and General Training

Course Details

CES Dublin is an official IELTS Test Centre. We are the only private language school in Dublin that can offer you the opportunity to study for and sit your IELTS exam in the same centre. IELTS exams take place here twice or three times a month. The Full-Time IELTS Course takes place all year round, from Monday to Friday. Classes take place in the mornings from 9.00 to 13.00.

For any queries regarding exam dates, bookings or fees, please contact our Examinations Manager, Paul Corbett at: ielts@ces-schools.com or +353-1-6799506.

To register for an IELTS exam with CES Dublin, it is recommended that you submit an application form at least 5 weeks before the test date.

Register online at www.ieltsdublin.com

Course Timetable

School	Lessons	Time	Day
Dublin	20	9.00 - 13.00	Monday - Friday

*Ireland Contact Hours per week: 18.33

Important Information

Top Exam Results

Included: IELTS Practice Exams and Guidance

Enrolment: Every Monday

Course: All Year

For students aged: 16+ years

Minimum stay: 2 weeks

Levels: 3 (Intermediate to Advanced)

Standard General English + IELTS Preparation Course

IELTS™

Official Test Centre

20 SGE lessons + 10 IELTS lessons (UK) / 6 Hours IELTS per week (IRL)
Intermediate to Advanced

www.ieltsdublin.com/www.ieltsleeds.com

UK and Ireland

Course Fees

School	2 Weeks	3 Weeks	4 Weeks	5-12 Weeks	13-23 Weeks	24+ Weeks	IELTS Exam Fee
Dublin	€631	€914	€1198	€294 per week	€284 per week	€273 per week	€193
London	£528	£789	£1039	£254 per week	£249 per week	£242 per week	Please contact CES London
Oxford	£528	£789	£1039	£254 per week	£249 per week	£242 per week	Please contact CES Oxford
Edinburgh	£484	£715	£946	£232 per week	£226 per week	£220 per week	Please contact CES Edinburgh
Leeds	£484	£715	£946	£232 per week	£226 per week	£220 per week	Please contact CES Leeds
Worthing	£484	£715	£946	£232 per week	£226 per week	£220 per week	Please contact CES Worthing
Harrogate	£484	£715	£946	£232 per week	£226 per week	£220 per week	Please contact CES Harrogate

Course Details

The Standard General English and IELTS Course takes place all year round, from Monday to Friday. Morning lessons follow the same programme as the Standard Course. There are three afternoons a week of IELTS preparation lessons.

This course focuses on improving students' English, as well as on developing their exam techniques. At the end of each week, students will be given a progress test. They will also have the opportunity to sit an IELTS examination during the last week of the course (test must be booked separately.) If the student is planning to take the IELTS exam while studying with CES, students should contact our Examinations Office on ielts@ces-schools.com for help with registration.

Course Timetable

School	Lessons	Time	Day
Dublin	26	9.00 - 13.00	Monday - Friday
		14.00 - 16.00	Tuesday - Thursday
London	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Oxford	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Edinburgh	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Leeds	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Worthing	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Harrogate	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday

Important Information

Top Exam Results

Included: IELTS Practice Exams and Guidance

Enrolment: Every Monday

Course: All Year

For students aged: 16+ years

Minimum stay: 2 weeks

Levels: 3 (Intermediate to Advanced)

*UK Contact Hours per week: 22. Ireland Contact Hours per week: 23.83

Cambridge Examination Preparation Courses (FCE + CAE)

30/20 lessons per week
Upper Intermediate to Advanced

UK and Ireland

Course Fees

School	9 Weeks	12 Weeks	13 Weeks	2015 FCE Dates (Provisional)	2015 CAE Dates (Provisional)
Dublin	€1989	€2404	€2613	04/01 - 04/03, 07/03 - 03/06, 13/06 - 12/08, 29/08 - 25/11	04/01 - 11/03, 07/03 - 03/06, 13/06 - 12/08, 29/08 - 25/11
London	£2081	£2774	N/A	04/01 - 04/03, 14/03 - 03/06, 13/06 - 12/08, 05/09 - 25/11	n/a
Oxford	£2081	£2774	N/A	04/01 - 04/03, 14/03 - 03/06, 13/06 - 12/08, 05/09 - 25/11	n/a
Worthing	£1977	£2636	N/A	04/01 - 04/03, 14/03 - 03/06, 13/06 - 12/08, 05/09 - 25/11	n/a
Harrogate	£1977	£2636	N/A	04/01 - 04/03, 14/03 - 03/06, 13/06 - 12/08, 05/09 - 25/11	n/a

Course Details

The Cambridge Examination Preparation Courses are designed to prepare students for one of the following Cambridge Examinations:

- » First Certificate in English (FCE)
- » Certificate in Advanced English (CAE)

The Cambridge Examinations usually take place four times a year in March, June, August and December. Our courses are scheduled to finish on the week before the exam date.

Students are advised to arrive one week before the course start date to allow time for assessment. We cannot accept a student for any examination course until CES have confirmed the student is at the appropriate level for their chosen examination. Every student is then appointed a tutor to monitor and continually assess their progress with CES.

*FCE is guaranteed in CES Dublin and CES Oxford.

Course Timetable

School	Lessons	Time	Day
Dublin	20	9.00 - 13.00	Monday - Friday
London	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Oxford	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Worthing	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Harrogate	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday

Important Information

Top Exam Results

Cambridge Practice Exams + Guidance

Included: Mentoring by Tutor

Course dates: Please contact CES

Minimum stay: 9 weeks

For students aged: 16+ years

Levels: 2 (Upper Intermediate to Advanced)

*UK Contact Hours per week: 22. Ireland Contact Hours per week: 18.33

**Please note there must be a minimum of 8 students for each Cambridge Preparation Course

English for Professionals Course

One-to-One tuition
Beginner to Advanced

UK and Ireland

Course Fees

Location	One-to-One Tuition	Two-to-One Tuition (students must book together)	Three-to-One Tuition (students must book together)
Dublin	€68 per hour	€53 per hour	€42 per hour
UK	£53 per hour	£42 per hour	£32 per hour

*Prices based per person

**Group Prices are available upon request

***Participants are required to complete a Language Needs and Analysis form before arriving

CES has worked with the following companies:

PWC	Ferrovial	Central Bank of Libya
Shell	Aviva	CIEP
Benetton	JP Morgan	Toyota

Course Details

CES offers One-to-One tuition for business and professional people who wish to make the maximum amount of progress, in the shortest possible time. Each of our specialised courses is designed to meet the specific needs and objectives of the participants. Clients return a completed Language Needs Analysis questionnaire to CES in advance, to help us prepare the most effective course for their requirements. As the client progresses, they will again have the opportunity to discuss the course details with their teacher, and change the emphasis and content of the course.

The use of technical manuals, seminars, lectures and company visits (when requested) will be part of the course.

CES offer the following specialized English courses:

- » Executive Courses
- » English for International Law
- » Courses for Business People, The Financial Industry & Insurance Personnel
- » English Course for Medical Personnel
- » English Course for Aviation Personnel

*Group Prices are available upon request

**Participants are required to complete a Language Needs and Analysis form before arriving

Important Information

Included: One-to-One tuition, Specialized Courses, Language Needs Analysis Questionnaire and Company Visits.

Enrolment: Every Monday

Course: All Year

For students aged: 18+ years

Minimum stay: 1 week

Levels: 6 (Beginner to Advanced)

Standard General English + Business English Course

20 SGE lessons + 10 Business lessons (UK)/ 6 hours Business per week (IRL). Intermediate to Advanced

UK and Ireland

Course Fees

School	2 Weeks	3 Weeks	4 Weeks	5-12 Weeks	13-23 Weeks	24+ Weeks
Dublin	€631	€914	€1198	€294 per week	€284 per week	€273 per week
London	£528	£789	£1039	£254 per week	£249 per week	£242 per week
Oxford	£528	£789	£1039	£254 per week	£249 per week	£242 per week
Edinburgh	£484	£715	£946	£232 per week	£226 per week	£220 per week
Leeds	£484	£715	£946	£232 per week	£226 per week	£220 per week
Worthing	£484	£715	£946	£232 per week	£226 per week	£220 per week
Harrogate	£484	£715	£946	£232 per week	£226 per week	£220 per week

Course Details

Students follow the Standard Course in the mornings and have Business English lessons three afternoons per week.

The Business English lessons are designed for students who wish to improve their communicative proficiency in a business environment. The lessons can be tailored to suit the needs of any particular group of students and focus primarily on the specialised language of Business English in the following areas:

- » Meetings and negotiations
- » Socialising and travel
- » Oral and written presentations
- » Analysing figures and describing trends
- » Sales/Marketing/Advertising
- » Understanding cultural differences
- » Oral and written communication

Course Timetable

School	Lessons	Time	Day
Dublin	26	9.00 - 13.00	Monday - Friday
		14.00 - 16.00	Tuesday - Thursday
London	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Oxford	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Edinburgh	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Leeds	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Worthing	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday
Harrogate	30	9.30 - 13.00	Monday - Friday
		14.00 - 16.30	Tuesday - Thursday

Important Information

Course: February to October (CES Dublin), July & August (CES UK)

Included: Afternoon business classes

For students aged: 16+ years

Minimum stay: 2 weeks

Levels: 3 (Intermediate to Advanced)

*UK Contact Hours per week: 22. Ireland Contact Hours per week: 23.83

**Please note there must be a minimum of 8 students enrolled in the afternoon business classes

Standard General English Course + Work Experience (Unpaid)

20 lessons + 4 weeks to 6 months work placement
Intermediate to Advanced

UK and Ireland

Course Fees

School	4 Weeks	5-12 Weeks	13-23 Weeks	24+ Weeks	Work Experience Placement Net Fee
Dublin	€988	€235 per week	€210 per week	€189 per week	€425 net (up to 6 months)
London	£736	£179 per week	£173 per week	£168 per week	£665 net (up to 6 months)
Worthing	£652	£158 per week	£152 per week	£147 per week	£665 net (up to 6 months)

Course Details

The Standard General English and Work Experience Programme is the ideal way for students to further improve their English language level, while developing their professional skills. Through hands on experience, students will gain a greater understanding of the international business environment.

This programme is perfect for university students, graduates and young professionals aged 18+ years, who have a minimum English level of Intermediate.

Students must take a minimum 4 week English language course with CES before starting their work placement. Work placements are available for a period of at least 4 weeks and maximum 6 months.

Please note that students must provide a CV/Resume before work placement is confirmed.

Work Placement

Duration	Basis	Options
Up to 5 weeks	Unpaid	Cannot specify sector or type of work. May be in a charity organisation/shop or office. May be in the hospitality sector.
6-12 weeks	Unpaid	May request sector or type of work but this cannot be guaranteed. May be in a charity organisation/shop or office. Likely to be general administrative tasks.
3-6 months	Unpaid	May request sector or type of work. Is likely to secure placement relevant to experience/qualifications/level of English. The work will have a high degree of administrative tasks and will be a junior position.

Important Information

Included: Placement in Host Company (between 4 weeks - 6 months)

Course: All Year

Enrolment: Every Monday

For students aged: 18+ years

Minimum stay: 8 weeks

Levels: 3 (Intermediate to Advanced)

*UK Contact Hours per week: 15. Ireland Contact Hours per week: 18.33

**Visa restrictions may apply

Long Term/ Multi Destination Courses

Standard/Intensive Course
Elementary to Advanced

UK and Ireland

Course Fees (Agents' Rates Only)

School	Standard Course 24 Weeks	Standard Course 36 Weeks	Intensive Course 24 Weeks	Intensive Course 36 Weeks
Dublin	€4079 + €193 Exam Fee (25 Weeks + 8 Weeks Holidays)	€5981 + €193 Exam Fee (36 Weeks + 8 Weeks Holidays)	€5907 + €193 Exam Fee (25 Weeks + 8 Weeks Holidays)	€8663 + €193 Exam Fee (36 Weeks + 8 Weeks Holidays)
London	£3637	£5334	£5223	£7661
Oxford	£3637	£5334	£5223	£7661
Edinburgh	£3173	£4655	£4761	£6983
Leeds	£3173	£4655	£4761	£6983
Worthing	£3173	£4655	£4761	£6983
Harrogate	£3173	£4655	£4761	£6983

Course Details

Our special long term rates are only available to students through CES agents. Students must study with us for a minimum of 24 weeks to avail of these rates. Students have the opportunity to really further their English language by learning over a greater length of time.

If long term students have the appropriate level, they are welcome to move to our IELTS/ Cambridge Examination Preparation Courses or our General English and Business Course!

Please note this course is available to students through CES Agents only!

Why not study in both the UK and Ireland?

Students can choose to book our Multi-Destination Course. Students can divide their stay as they wish, between our schools in the UK and Ireland. We do recommend that all students who require a visa start their Multi-Destination course in the UK.

For students wishing to avail of the Multi-Destination course, the above long term rates are used, plus an additional £150 or €200 for their return flight between the UK and Ireland.

Please be aware no commission is paid on the additional fee for the return flight.

Students taking the Long Term Course can also think about expanding their course with:

- » CES Self Access
- » CES Social Programme
- » IELTS Preparation
- » Conversation Classes
- » Business English
- » One-to-One Lessons

Important Information

Enrolment: Every Monday

Course: All Year

For students aged: 18+ years

Minimum stay: 24 weeks

Levels: 5 (Elementary to Advanced)

*Standard Course UK Contact Hours per week: 15. Standard Course Ireland Contact Hours per week: 18.33
**Intensive Course UK Contact Hours per week: 22. Intensive Course Ireland Contact Hours per week: 23.83

English for Teachers - Methodology and Language Development

20 lessons + afternoon programme per week
Intermediate to Advanced

Dublin, London
and Worthing

Course Details

Our Methodology and Language Development course is intended for non-native English teachers who wish to refresh their own language skills and examine different teaching methods and approaches. This course provides opportunities for teachers to discuss and share ideas with colleagues from Europe and beyond.

The Language Component includes:

- » Integrated skills and sub skills
- » Vocabulary in context
- » Grammar and use of language
- » Idioms and phrasal verbs
- » Pronunciation, stress and intonation

Afternoon Lectures examine:

- » Political and historical background in Ireland + the UK
- » Literature and Drama
- » The Great Poets

The Methodology Component includes:

- » The Communicative Approach
- » The Lexical Approach
- » Task Based Learning
- » Whole Brain Learning for the different learning styles
- » Drama in the classroom
- » Literature and stories
- » Music and Song
- » Using authentic materials
- » Exploiting the course book
- » Games in the classroom and activities using no resources
- » Promoting Learner Autonomy

CES has been very involved in developing and delivering further development courses through the Comenius, Grundtvig, CIEP and Saxony-Anhalt programmes. Courses at CES are eligible for Erasmus+ funding under Key Action 1.

Please email ost@ces-schools.com for more information.

Workshops examine:

- » Cultural traditions
- » CLIL (Content and Language Integrated Learning)
- » E-Learning

Course Fees

School	1 Week Course	2 Week Course
Dublin	€350	€700
London	£284	£568
Worthing	£284	£568

Important Information

Dublin one week:

04/07 - 08/07, 18/07 - 22/07,
02/08 - 05/08, 15/08 - 19/08,
29/08 - 02/09

Dublin two weeks:

04/07 - 15/07, 18/07 - 29/07,
02/08 - 12/08, 15/08 - 26/08,
29/08 - 09/09

UK one week:

27/06 - 01/07, 11/07 - 15/07

UK two weeks:

27/06 - 08/07, 11/07 - 22/07

For students aged: 21+ years

Levels: 3 (Intermediate to Advanced)

Class size: Maximum 16, Minimum 6

Course Timetable

School	Tuition	Schedule (Monday - Friday)
Dublin	20 Lessons+ Afternoon Programme	9.00 - 13.00
		14.00 - 16.30
London	20 Lessons + Afternoon Programme	9.30 - 13.00
		14.30 - 16.30
Worthing	20 Lessons + Afternoon Programme	9.30 - 13.00
		14.30 - 16.30

*Please note the afternoon programme is comprised of both lectures and visits

**Please note that our Teacher Training Courses will only take place if there is a minimum of 6 participants

English for Teachers - CLIL

20 lessons + afternoon programme per week
Pre-Intermediate to Advanced

Dublin, London
and Worthing

Course Details

Our CLIL course is intended for non-native teachers of other subjects who wish to develop their own English language skills and examine the methodology of CLIL - Content and Language Integrated Learning. This course provides opportunities for teachers to discuss and share ideas with colleagues from Europe and beyond.

The Language Component includes:

- » Integrated skills and sub skills
- » Vocabulary in context
- » Grammar and use of language
- » Pronunciation, stress and intonation

Afternoon Excursions include:

- » National History Museum
- » The Little Museum of Dublin
- » Croke Park Sports Stadium

The Methodology Component includes:

- » The Communicative Approach
- » The Lexical Approach
- » Task Based Learning
- » Whole Brain Learning for the different learning styles
- » Using authentic materials
- » Project Work
- » Exploiting the course book
- » Games in the classroom and activities
- » Promoting Learner Autonomy

CES has been very involved in developing and delivering further development courses through the Comenius, Grundtvig, CIEP and Saxony-Anhalt programmes. Courses at CES are eligible for Erasmus+ funding under Key Action 1.

Please email ost@ces-schools.com for more information.

Workshops examine:

- » Classroom Language
- » Vocabulary for Maths and Science
- » Vocabulary for P.E., History and Geography
- » E-Learning

Course Fees

School	1 Week Course	2 Week Course
Dublin	€350	€700
London	£284	£568
Worthing	£284	£568

Important Information

Dublin one week:

04/07 - 08/07, 18/07 - 22/07,
02/08 - 05/08, 15/08 - 19/08,
29/08 - 02/09

Dublin two weeks:

04/07 - 15/07, 18/07 - 29/07,
02/08 - 12/08, 15/08 - 26/08,
29/08 - 09/09

UK one week:

27/06 - 01/07, 11/07 - 15/07

UK two weeks:

27/06 - 08/07, 11/07 - 22/07

For students aged: 21+ years

Levels: 4 (Pre-Intermediate to Advanced)

Class size: Maximum 16, Minimum 6

Course Timetable

School	Tuition	Schedule (Monday - Friday)
Dublin	20 Lessons + Afternoon Programme	9.00 - 13.00
		14.00 - 16.30
London	20 Lessons + Afternoon Programme	9.30 - 13.00
		14.30 - 16.30
Worthing	20 Lessons + Afternoon Programme	9.30 - 13.00
		14.30 - 16.30

*Please note the afternoon programme is comprised of both lectures and visits

**Please note that our Teacher Training Courses will only take place if there is a minimum of 6 participants

English for Teachers - Blended Learning

20 lessons + afternoon programme per week
Intermediate to Advanced

Dublin, London
and Worthing

Course Details

This course is intended for English teachers who wish to refresh their own language skills and at the same time examine the concept of blended learning. This course provides opportunities for teachers to discuss and share ideas with colleagues from Europe and beyond.

The sessions involve a variety of workshop, communicative and lecture formats.

The Language Component includes:

- » Integrated skills and sub skills
- » Vocabulary in context
- » Grammar and use of language
- » Idioms and phrasal verbs
- » Pronunciation, stress and intonation

Workshops examine:

- » Material Design + internet based project work
- » Websites for Skills + Language Development
- » Guided E-Learning + classroom blogs

The Methodology Component includes:

- » The Communicative Approach
- » The Lexical Approach
- » Task Based Learning
- » Whole Brain Learning for the different learning styles

CES has been very involved in developing and delivering further development courses through the Comenius, Grundtvig, CIEP and Saxony-Anhalt programmes. Courses at CES are eligible for Erasmus+ funding under Key Action 1.

Please email ost@ces-schools.com for more information.

Course Fees		
School	1 Week Course	2 Week Course
Dublin	€350	€700
London	£284	£568
Worthing	£284	£568

Important Information	
Dublin one week: 04/07 - 08/07, 18/07 - 22/07, 02/08 - 05/08, 15/08 - 19/08, 29/08 - 02/09	
Dublin two weeks: 04/07 - 15/07, 18/07 - 29/07, 02/08 - 12/08, 15/08 - 26/08, 29/08 - 09/09	
UK one week: 27/06 - 01/07, 11/07 - 15/07	
UK two weeks: 27/06 - 08/07, 11/07 - 22/07	
For students aged: 21+ years	
Levels: 3 (Intermediate to Advanced)	
Class size: Maximum 16, Minimum 6	

Course Timetable		
School	Tuition	Schedule (Monday - Friday)
Dublin	20 Lessons+ Afternoon Programme	9.00 - 13.00
		14.00 - 16.30
London	20 Lessons + Afternoon Programme	9.30 - 13.00
		14.30 - 16.30
Worthing	20 Lessons + Afternoon Programme	9.30 - 13.00
		14.30 - 16.30

*Please note the afternoon programme is comprised of both lectures and visits
**Please note that our Teacher Training Courses will only take place if there is a minimum of 6 participants

English for Teachers

- Language Development for Teachers

20 lessons + afternoon programme per week
Pre-Intermediate + Intermediate

Dublin, London
and Worthing

Course Details

This course is intended for non-native teachers of other subjects who wish to develop their own English language skills. It is specifically aimed at teachers of other subjects who have to teach their subjects through English.

The Language Component includes:

- » Integrated skills and sub skills
- » Vocabulary in context
- » Grammar and use of language
- » Pronunciation, stress and intonation

Workshops examine:

- » Classroom Language + E-learning
- » Vocabulary for Maths and Science
- » Vocabulary for P.E., History and Geography

Afternoon Excursions include:

- » National History Museum
- » The Little Museum of Dublin
- » Croke Park Sports Stadium

Example Language Sessions are:

- » The Present Tenses
- » The Past Tenses
- » The Perfect Aspect
- » Modal Verbs and Functional Language
- » Pronunciation
- » The Conditionals
- » The Passive
- » Defining and Describing
- » Phrasal Verbs and Idiomatic Language

CES has been very involved in developing and delivering further development courses through the Comenius, Grundtvig, CIEP and Saxony-Anhalt programmes. Courses at CES are eligible for Erasmus+ funding under Key Action 1.

Please email ost@ces-schools.com for more information.

Course Fees

School	1 Week Course	2 Week Course
Dublin	€350	€700
London	£284	£568
Worthing	£284	£568

Important Information

Dublin one week:

04/07 - 08/07, 18/07 - 22/07,
02/08 - 05/08, 15/08 - 19/08,
29/08 - 02/09

Dublin two weeks:

04/07 - 15/07, 18/07 - 29/07,
02/08 - 12/08, 15/08 - 26/08,
29/08 - 09/09

UK one week:

27/06 - 01/07, 11/07 - 15/07

UK two weeks:

27/06 - 08/07, 11/07 - 22/07

For students aged: 21+ years

Levels: 2 (Pre-Intermediate to Intermediate)

Class size: Maximum 16, Minimum 6

Course Timetable

School	Tuition	Schedule (Monday - Friday)
Dublin	20 Lessons+ Afternoon Programme	9.00 - 13.00
		14.00 - 16.30
London	20 Lessons + Afternoon Programme	9.30 - 13.00
		14.30 - 16.30
Worthing	20 Lessons + Afternoon Programme	9.30 - 13.00
		14.30 - 16.30

*Please note the afternoon programme is comprised of both lectures and visits

**Please note that our Teacher Training Courses will only take place if there is a minimum of 6 participants

Homestay Accommodation

UK and Ireland



Accommodation Fees

School	Rate per week (7 nights)	Extra Night	Accommodation	Administration Fee
Dublin	€175 (single room supplement from 4th June-24th September: €30 per week)	€30	Monday-Friday: Half Board Weekend: Full Board	€70
London	£170 Single Room/ £148 Shared Room **Premium: £221 Single / £200 Shared	£25 Single £22 Shared **Premium: £32 Single £29 Shared	Half Board: Breakfast + Dinner	£55
Oxford	£170 Single Room/ £148 Shared Room **Premium: £221 Single / £200 Shared	£25 Single £22 Shared **Premium: £32 Single £29 Shared	Half Board: Breakfast + Dinner	£55
Edinburgh	£170 Single Room/ £148 Shared Room	£25 Single £22 Shared	Half Board: Breakfast + Dinner	£55
Leeds	£138 Single Room/ £130 Shared Room	£20 Single £19 Shared	Full Board: Breakfast, packed lunch and dinner	£55
Worthing	£138 Single Room/ £130 Shared Room	£20 Single £19 Shared	Full Board: Breakfast, packed lunch + dinner	£55
Harrogate	£138 Single Room/ £130 Shared Room	£20 Single £19 Shared	Monday-Friday: Half Board Weekend: Full Board (Lunches available Monday-Friday for £25 per student per week)	£55

*Please note that single rooms are subject to availability. Single rooms are not available for students aged 16-18 in July and August.

** "Premium Homestay Accommodation" in London and Oxford refers to accommodation which is within walking distance of the school.

***Students who require a special diet, such as a gluten/coeliac or lactose free diet, will be charged a supplement of €30 per week (Ireland)/£15 per week (UK).

****Please note that homestay accommodation will be €480 for the 2 weeks during Christmas: 18th December 2015 - 4th January 2016.

Course Details

One of the best ways for students to improve their English speaking is to choose homestay accommodation. Family life is informal and the people are welcoming, friendly and talkative, so students will have plenty of opportunities to practise speaking English.

All CES homestays are carefully selected and regularly visited by our Accommodation Officers, to ensure consistently high standards. All CES homestays are located close to our schools or public transport links.

Students must contact both the appropriate CES office and their homestay, to confirm both flight number and time of arrival. CES can facilitate airport transfer upon request.

*Please note that if a student wishes to leave their family, at least 7 days' notice must be given to the school. If 7 days' notice is not given, one full week's accommodation must be paid

Airport Transfers

CES Dublin Transfers: An airport transfer on arrival can be arranged for homestay accommodation. The cost for adults is €65 one-way and for juniors is €120 return. For students attending our junior schools, CES reserves the right to charge a supplement of €20 each way when a flight arrives between 11pm and 8am.

CES London Transfers:
From Heathrow or Gatwick: £105 (1 in car), £110 (2 in car), or £115 (3 in car)

CES Oxford Transfers:
From Heathrow: £125 for (1 in car), £130 (2 in car), £135 (3 in car)
From Gatwick: £155 (1 in car), £160 (2 in car), £165 (3 in car)
From Stansted: £175 (1 in car), £180 (2 in car), £185 (3 in car)

CES Edinburgh Transfers:
From Edinburgh: £30 (1 in car), £35 (2 in car), £40 (3 in car)
From Glasgow: £90 (1 in car), £95 (2 in car), £100 (3 in car)

From Glasgow Prestwick Airport: £135 (1 in car), £140 (2 in car), £145 (3 in car)
From Newcastle: £195 (1 in car), £200 (2 in car), £205 (3 in car)
From Manchester: £295 (1 in car), £300 (2 in car), £305 (3 in car)

CES Leeds Transfers:
From Leeds Bradford: £65.
From Manchester: £115.

CES Worthing Transfers:
From Gatwick: £105 (1 in car), £110 (2 in car), £115 (3 in car)
From Heathrow: £130 (1 in car), £135 (2 in car), £140 (3 in car)
From Stansted: £165 (1 in car), £170 (2 in car), £175 (3 in car).

CES Harrogate Transfers:
From Leeds Bradford: £65.
From Manchester: £115.
From Liverpool: £135.
From Heathrow: £275.

Worthing Summer Airport Transfers

Centre of English Studies now offers a regular coach transfer service from London Heathrow airport to Worthing, during the summer. This service is only available on Sundays from the 26th June until the 21st August. Students must book this service at least 2 weeks in advance before arriving to the UK. For departure transfers, junior students must book in advance of arriving to the UK. Adult students can book and pay for this service 1 week in advance of their departure date, within the adult school.

Adults (18+ years of age) - £ 30 each way

Young Adults (16 & 17) / Junior Students (12-17) - £ 35 each way

This service is available for -

Flights Arriving at

- London Heathrow (LHR) T1, 2 and 3: 09.00 - 17.30
- London Heathrow (LHR) T4: 09.00 - 16.00
- London Heathrow (LHR) T5: 09.00 - 17.00

Flights Departing from

- London Heathrow (LHR) T1, 2, and 3: 12.00 - 18.00
- London Heathrow (LHR) T4: 13.00 - 18.00
- London Heathrow (LHR) T5: 12.00 - 18.00

How Will Students Be Met On Arrival At The Airport?

CES staff members who are in the Arrivals Meeting Hall will meet all students arriving at Heathrow. Our staff will wear a yellow polo top with Centre of English Studies written on it and with CES Staff on their back. All staff will also have CES welcome arrival signs.



If a student cannot find one of our staff representatives, or is delayed, they should telephone the school emergency number (+ 44 7875617403) and be prepared to say where they are in the Airport. Our meeting point for lost students in Heathrow is the Information Desk in the terminal they arrived in. We do not expect lost students to find their way to Terminal 1 (T1). If students cannot find the meet and greet staff, they need to go to the information desk in the terminal they arrived in and call the emergency line. Please do not make your way to terminal 1. Stay in the terminal you arrived at and call the emergency number.

Please note that students who arrive over two hours after their original scheduled landing time will have to pay for any additional costs involved in meeting them.

What Will Happen When Students Have Been Met?

Students at Heathrow will wait for their allotted coach.

When the students are first met, the staff will tell them at what time their coach from the airport will depart and arrange a meeting point where the students should assemble, nearer the transfer time. Our staff will supervise young students if they travelled as unaccompanied minors and at the pre-arranged time, the airport representatives escort the students to the coach.

How Long Will The Journey Take?

The journey to Worthing from Heathrow takes at least 2 hours. CES cannot be held responsible should there be any major delays on the way to Heathrow. We recommend that students buy some food and drinks to have before or during their journey. CES also recommend that students use the bathroom before taking the coach.

What Happens When Students Reach Worthing?

The CES coaches will arrive at Worthing train station. Adult students are expected to then make their own way to their families. There is a taxi rank beside the station or alternatively, the local CES representative can call a taxi for the student. The average cost of a taxi to a family from the station in Worthing is £6. For junior students we request that their host family is there to meet the student and take the student back to the family home. Most junior students are collected by their host family but occasionally students may be sent to their host family by taxi. This is organised by CES.

Are There Any Limits On Luggage?

Yes. Any suitcase or bag cannot exceed 20kg in weight and students should bring no more than two suitcases in addition to hand or cabin baggage. These restrictions are specifically to allow students' luggage to be stowed safely in the limited storage space of our transfer coaches.

Label it or lose it

All students must have their name and the school's address clearly marked on all their luggage and written again on a sheet of paper on top of their items within each bag.

Lots of bags look the same and it is easy to pick up the wrong bag at the airport, if it is not clearly labelled. Due to airline regulations, a client who picks up the wrong suitcase will have to go back to the airport to return it personally: this would be at the client's expense. If someone else picks up your baggage, it may never be seen again.

Residential Accommodation

Ireland - CES Dublin

Crestfield/Auburn House /YWCA

(available all year)

Residence Fees

CES Crestfield/ Auburn House:	Single Room: €196 per week Twin Room: €155 per person, per week
YWCA, City Centre: (Half Board)	Single Room en-suite: from €250 per week Twin Room en-suite: from €220 per person, per week
Administration Fee:	€70



Accommodation Details

- » Single en-suite, twin en-suite, double and standard rooms are available to students.
- » Each residence has a fully fitted kitchen and communal dining area.
- » There are laundry facilities available in all residences. Bed linen and towels are supplied.
- » Our city centre residence, YWCA, is located on Baggot Street, a 20 minute stroll from our school. Both Auburn House and Crestfield are located close to public transport links, with a wide choice of buses to take both to and from school.
- » Please note that Crestfield, Auburn House and YWCA are closed over Christmas.

Trinity College /Shanowen Square

(available in summer)

Residence Fees

Trinity College:	Single Room from €45 per night
Shanowen Square:	Single Room en-suite: €185 per week
Administration Fee:	€70



Accommodation Details

- » Trinity College caters for students in July and August only. Trinity is located in the heart of Dublin city and is a 3 minute walk from CES Dublin. There are standard, superior or en-suite rooms available.
- » Shanowen Square is available for students from June to September only. This is an 86 bed apartment complex within its own secure grounds and gardens. Apartments come in a 3 or 4 bedroom layout, with all single en-suite bedrooms. Shanowen is a direct bus journey away from Dublin city centre (approximately 4 - 5 kms.)

*Please note that our residences are available to students aged 18+ only

**Please note that students must book an airport transfer on arrival, for check-in to our Auburn House and Crestfield residences.

***Please note that the YWCA late arrival fee is €60. (Between 10pm - 8am)

Residential Accommodation

UK - CES London

Beaumont Court, Kings Cross, London

(available all year)

Residence Fees

Single room en-suite	£285 per week (minimum stay of 4 weeks)
Administration Fee:	£55



Accommodation Details

- » Single en-suite rooms are available all year-round to students.
- » The residence is comprised of flats of 5, 6 or 7 single rooms.
- » Each flat has a fully equipped kitchen and communal dining and sitting areas.
- » Free Internet Access.
- » There are laundry facilities available in this residence. Students are advised to bring their own towels.
- » This residence boasts a common room, roof terrace, garden, bike storage and CCTV.
- » The residence is wheelchair accessible.
- » 15 minute walk from Kings Cross Underground station. Camden Town and Morning Crescent Underground stations are also a short walk away.
- » 40 minutes by train or tube to Wimbledon, London.

Great Suffolk Street, London

(available all year)

Residence Fees

Single room en-suite	£285 per week (minimum stay of 4 weeks)
Administration Fee:	£55



Accommodation Details

- » Single en-suite rooms are available to students. Each room has a study area.
- » The residence is comprised of flats of 5 single rooms and a shared fully-equipped kitchen/lounge.
- » Free Internet Access.
- » There are laundry facilities available in this residence. Students are advised to bring their own towels.
- » This residence has a student lounge, roof terrace with stunning views across London, bike storage and CCTV with security door entry.
- » The residence is ideally situated close to the London's Eye, Shakespeare's Globe and the Tate Modern Gallery.
- » 10 minute walk from Waterloo station.
- » 35 minutes by train or tube to Wimbledon, London.

Residential Accommodation

UK - CES Oxford and CES Leeds

Oxford Brookes Campus, Headington

(Summer only, rest of year is subject to availability)

Residence Fees

Single room en-suite - Clive Booth Student Village/Postgraduate Centre:	£35 per night/£55 per night respectively
Administration Fee:	£55



Accommodation Details

Clive Booth Student Village:

- » En-suite room in cluster apartment with shared living area and fully-equipped kitchen.
- » Communal areas are cleaned twice a week. Bed linen is provided.
- » Free 24 hour computer and internet access.

Clive Booth Postgraduate Centre:

- » En-suite room in cluster apartment with shared living area and fully-equipped kitchen.
- » Bed linen, towels and complimentary toiletries are provided.
- » Free 24 hour Wi-Fi access.

Liberty Park Place /The Plaza, Leeds

(Summer only, rest of year is subject to availability)

Residence Fees

Liberty Park Plaza Single Room En-suite:	£136 per week
The Plaza - Premium/Classic Rooms	From £139 - £177 per week
Administration Fee:	£55



Accommodation Details

Liberty Park:

- » Standard rooms are all en-suite and share a communal kitchen, living area and breakfast bar.
- » 31 studio apartments are also available, each of which has 4, 5, or 6 bedrooms.
- » Within 10 minutes' walk of CES Leeds.
- » Free internet access.
- » On-site staff and 24 hour security.
- » There are laundry facilities available in this residence. Students are advised to bring their own towels.

The Plaza:

- » Modern and spacious student accommodation in Leeds city centre.
- » 15 minute walk from CES Leeds.
- » Standard and studio apartments available.
- » Free Wi-Fi and 24 hour security.

Junior SUMMER PROGRAMMES

Homestay & Residential





Junior English Language + Activity Summer Course

20 lessons per week
Beginner to Advanced

Dublin and
Navan, Ireland



Course Fees

School	2 Weeks	3 Weeks	4 Weeks	Extra Day
Dublin	€1309	€1929	€2571	€100
Navan (Groups Only)	€1071	€1639	€2185	€99

Course Fees Include:

- » Full board, shared room homestay accommodation
- » 20 lessons/15 hours tuition per week by highly qualified teachers
- » Course book rental and additional course materials
- » Afternoon programme of sports and cultural visits (Monday - Thursday)
- » One disco per week
- » One Saturday full day excursion per week*
- » Entry level test at beginning of course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport transfers (groups only - minimum of 10 students)
- » Sports day
- » Full board, single room homestay accommodation for each Group Leader per 15 students (groups only)
- » 24 hour emergency help line

Course Details

CES International Junior Summer School combines expert English language training with a full programme of sports, activities and cultural visits. The morning lessons focus on developing the core language skills, with particular emphasis given to speaking and listening. Vocabulary and pronunciation work are integrated into each session. We use role-plays, AV technology, project work, and task-based activities to develop students' communicative skills. Students will also be asked to research and give weekly presentations on various aspects of Irish culture, myth and legend.

Please note: Our English Language and Activity Course in Navan is for GROUPS through agents only.

* Please note that groups arriving or departing on a Saturday will miss one full day excursion.

**The price of an extra Group Leader is €210 per week.

***The price of a return airport transfer for individual junior students is €120.

****Ireland Contact Hours per week: 15

Important Information

Dublin course dates: 20th June - 19th August 2016

Navan course dates: 27th June - 22nd July 2016

Enrolment for individuals: Every Monday

Enrolment for groups: Any Day

Class Times: Centre Specific

For students aged: 14 - 17 years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

Junior Super Intensive Summer Course

27 lessons per week
Beginner to Advanced

Dublin, Ireland
Leeds and Worthing, UK



Course Fees

School	2 Weeks	3 Weeks	4 Weeks
Dublin	€1509	€2229	€2971
Leeds	£1105	£1659	£2210
Worthing	£1157	£1736	£2313

Course Fees Include:

- » Full board, shared room homestay accommodation
- » Super Intensive Programme (3 additional afternoon classes per week)
- » 27 lessons/20.25 hours tuition per week per week by highly qualified teachers
- » Course book rental and additional course materials
- » One disco per week
- » One Saturday full day excursion per week*

- » One afternoon programme of sports or a cultural visit per week.
- » Entry level test at beginning of course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport transfers (groups only - minimum of 10 students)
- » Sports day
- » Full board, single room homestay accommodation for each Group Leader per 15 students (groups only)
- » 24 hour emergency help line

Course Details

The **Junior Super Intensive Programme** is a **brand new** programme that offers junior students the possibility to have a more intensive English tuition experience. CES International Junior Summer School combines expert English language training with a full programme of sports, activities and cultural visits. The morning lessons focus on developing the core language skills, with particular emphasis given to speaking and listening. Vocabulary and pronunciation work are integrated into each session. We use role-plays, AV technology, project work, and task-based activities to develop students' communicative skills. Students will also be asked to research and give weekly presentations on various aspects of Irish/UK culture, myth and legend.

As well as the morning classes mentioned above, students will have 3 additional afternoons classes aimed at improving their communicative proficiency through discussions, use of authentic material and technology.

* Please note that groups arriving or departing on a Saturday will miss one full day excursion.

**The price of an extra Group Leader is €210 per week. Please contact CES Leeds and CES Worthing for group prices

***The price of a return airport transfer for individual junior students is €120. Please note that airport transfers for CES Leeds and CES Worthing will be quoted for separately

****There will be an additional cost of £55 if students need assistance with check-in on departure."

*****Ireland/UK Contact Hours per week: 20.25

*****Please note that this course will only take place if there are a minimum of 8 participants. CES reserves the right to cancel this course up to 2 weeks prior to start date and to move the student to the English Language + Activity Course, if the minimum number hasn't been reached.

Important Information

3 additional afternoon classes per week

Dublin course dates: 20th June - 19th August 2016

Leeds course dates: 27th June - 29th July 2016

Worthing course dates: 13th June - 19th August

Enrolment for individuals: Every Monday

Enrolment for groups: Any Day

Class Times: Centre Specific

For students aged: 14 - 17 years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12



Junior English Language + Rugby Summer Course

20 lessons per week
Beginner to Advanced

Dublin, Ireland

www.rugbyinstitute.com

Course Fees

School	2 Weeks
Dublin	€1596



Course Fees Include:

- » Full board, shared room homestay accommodation
- » CES Rugby Programme (4 afternoons per week, Tuesday - Friday at 14:00 - 16:45)
- » Certificate from the Irish Rugby Institute
- » 20 lessons/15 hours tuition per week in multinational classes
- » Course book rental and additional course materials
- » One disco per week
- » One Saturday full day excursion per week*
- » Entry level test at beginning of course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport Transfers (groups only - minimum of 10 students)
- » Full board, single room homestay accommodation for each Group Leader per 15 students (groups only)
- » 24 hour emergency help line

Course Details

CES and the Irish Rugby Institute (IRI) have designed a programme to appeal to the needs and requirements of aspiring rugby players across Europe. The programme is designed to help young players improve all aspects of their game from passing, kicking and tackling to nutrition, stamina, strength and the mental side of the game.

During this programme, the CES players will also get the chance to join the young IRI players.

Please note that students taking this course must attend Mount Temple School. Students must bring their own rugby boots and gum shields/mouth guards.

Rugby is a tough physical sport and CES cannot accept responsibility for students missing days on the course due to injury or sprains.

Important Information

Included: 4 afternoons of Rugby Training

Course dates: 27th June - 8th July, 11th - 22nd July 2016

Class times: 09:15 - 12:30, Monday - Friday

For students aged: 14 - 17 years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

* Please note that groups arriving or departing on a Saturday will miss one full day excursion.

**The price of an extra Group Leader is €210 per week.

***The price of a return airport transfer for individual junior students is €120.

****Ireland Contact Hours per week: 15

*****Please note that this course will only take place if there are a minimum of 8 participants. CES reserves the right to cancel this course up to 2 weeks prior to start date and to move the student to the English Language + Activity Course, if the minimum number hasn't been reached.



CES Fame Academy Junior Summer Course

20 lessons per week
Beginner to Advanced

Dublin, Ireland

www.gaiety.school.com

Course Fees

School	2 Weeks
Dublin	€1752



Course Fees Include:

- » Full board, shared room homestay accommodation
- » CES Fame Academy Programme (3 afternoons per week, Tuesday - Thursday at 14:00 - 16:45)
- » Students will perform in a final showcase on their last day
- » 20 lessons/15 hours tuition per week in multinational classes
- » Course book rental and additional course materials
- » One disco per week
- » One Saturday full day excursion per week*
- » One afternoon programme of sports or a cultural visit per week
- » Entry level test at beginning of course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport Transfers (groups only - minimum of 10 students)
- » Full board, single room homestay accommodation for each Group Leader per 15 students (groups only)
- » 24 hour emergency help line

Course Details

CES Dublin and The Gaiety School of Acting - The National Theatre School of Ireland have designed a programme combining expert English language training with a full programme of musical theatre, activities and cultural visits.

Led by professional tutors of The Gaiety School of Acting - the National Theatre School of Ireland, students will embark on a musical journey through some of the world's greatest musicals. Students will learn to sing, act and dance and will perform in a showcase for their peers on the final day of the course.

No experience is necessary for this programme.

* Please note that groups arriving or departing on a Saturday will miss one full day excursion.

**The price of an extra Group Leader is €210 per week.

***The price of a return airport transfer for individual junior students is €120.

****Ireland Contact Hours per week: 15

*****Please note that this course will only take place if there are a minimum of 8 participants. CES reserves the right to cancel this course up to 2 weeks prior to start date and to move the student to the English Language + Activity Course, if the minimum number hasn't been reached.

Important Information

Included: 3 classes of Musical Theatre per week

Course dates: 4th - 15th July 2016, 18th - 29th July 2016

Class times: 09:15 - 12:30, Monday - Friday

For students aged: 14 - 17 years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12



Junior English Language + Golf Summer Course

20 lessons per week
Beginner to Advanced

Dublin, Ireland



www.elmgreengolfclub.ie

Course Fees

School	2 Weeks
Dublin	€1713

Course Fees Include:

- » Full board, shared room homestay accommodation
- » CES Golf Programme (3 afternoons per week)
- » Transport from CES to Golf Club
- » 20 lessons/15 hours tuition per week in multinational classes
- » Course book rental and additional course materials
- » One disco per week
- » One Saturday full day excursion per week*
- » One afternoon programme of sports or a cultural visit per week
- » Entry level test at beginning of course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport Transfers (groups only - minimum of 10 students)
- » Full board, single room homestay accommodation for each Group Leader per 15 students (groups only)
- » 24 hour emergency help line

Course Details

CES Dublin and the Elmgreen Golf Club have designed a programme combining expert English language training with a full programme of golf, activities and cultural visits.

The Junior English Language and Golf Course includes three afternoons of golf a week.

Please note that students must bring their own golf equipment for this course.

An outline Day-by-Day Golf Programme is available on request.

Important Information

Included: 3 afternoons of golf per week and transport from CES to golf club

Course dates: 4th - 15th July 2016

Class times: 09:15 - 12:30, Monday - Friday

For students aged: 14 - 17 years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

* Please note that groups arriving or departing on a Saturday will miss one full day excursion.

**The price of an extra Group Leader is €210 per week.

***The price of a return airport transfer for individual junior students is €120.

****Ireland Contact Hours per week: 15

*****Please note that this course will only take place if there are a minimum of 8 participants. CES reserves the right to cancel this course up to 2 weeks prior to start date and to move the student to the English Language + Activity Course, if the minimum number hasn't been reached.



Junior English Language + Activity Summer Course

20 lessons per week
Beginner to Advanced

**Leeds and
Worthing, UK**



Course Fees

School	2 Weeks	3 Weeks	4 Weeks	Extra Day
Leeds	£955	£1434	£1910	£69
Worthing	£1007	£1511	£2013	£71

Course Fees Include:

- » Full board, shared room homestay accommodation
- » 20 lessons/15 hours tuition per week in multinational classes
- » Course book rental and additional course materials
- » Afternoon programme of sports and cultural visits
- » One disco per week
- » One Saturday full day excursion per week*
- » Entry level test at beginning of course and welcome pack
- » Certificate of Attendance and individual student report
- » International sports day
- » 24 hour emergency help line



Course Details

CES' International Junior Summer School combines expert English language training with a full programme of sports, activities and cultural visits. The morning lessons focus on developing the core language skills, with particular emphasis given to speaking and listening. Vocabulary and pronunciation work are integrated into each session. We use role-plays, AV technology, project work, and task-based activities to develop students' communicative skills. Students will also be asked to research and give weekly presentations on various aspects of British culture, myth and legend.

* Please contact CES Leeds and CES Worthing for group prices.
 **Please note that groups arriving or departing on a Saturday will miss one full day excursion.
 ***Please note that airport transfers will be quoted for separately.
 ****There will be an additional cost of £55 if students need assistance with check-in on departure.
 *****UK Contact Hours per week: 15

Important Information

CES Leeds course dates: 27th June - 29th July 2016

CES Worthing course dates: 13th June - 19th August 2016

Class times: 09:30 - 12:45, Monday - Friday

For students aged: 12 - 17 years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12



Ruskin College, Oxford Junior Summer Residential Course

20 lessons per week
Beginner to Advanced

Oxford, UK



Course Fees (Agents' Net Rates, Groups Only)

School	2 Weeks	3 Weeks	4 Weeks
Oxford	£1238 net	£1784 net	£2236 net

Course Fees Include:

- » Full board, single room residential accommodation
- » 20 lessons/15 hours tuition per week in multinational classes
- » Course book rental and additional course materials
- » Full programme of sports and cultural visits
- » One Saturday full day excursion per week*
- » One half-day excursion per week and four evening activities per week
- » Entry and exit level test and welcome pack
- » Certificate of Attendance and individual student report
- » International sports day
- » Full board, single room residential accommodation for each Group Leader per 15 students (groups only)
- » Airport Transfers from Heathrow or Gatwick (groups only)
- » 24 hour emergency help line

Course Details

Our Ruskin College, Oxford Junior Summer Residential Course is available for **GROUPS ONLY**.

Oxford, the City of Dreaming Spires, has long been a favourite destination for students from around the world. Our centre in Headington; just 10 minutes by bus from the centre of Oxford; is a safe and relaxed environment where the students will be able to improve their English language skills. Our campus is full of character with modern classrooms, a student canteen, comfortable rooms and extensive grounds. This centre has a maximum of 80 residential students per week. All bedrooms and canteen facilities are on the college grounds, making it a perfect location to come, study and enjoy Oxford.

* Please note that groups arriving or departing on a Saturday will miss one full day excursion.
**Please contact CES for extra costs for other airports.
***UK Contact Hours per week: 15

Important Information

Course dates: 4th July - 5th August 2016

Enrolment (groups only): Any Day

Class times: 09:30 - 12:45, Monday - Friday

For students aged: 12 - 17 years

Minimum stay: 2 weeks

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

High School Placement Course

UK and Ireland

Course Fees

School	1 Academic Year Net Fee
U.K	From £16,480 net
Dublin	From €14,420 net

Course Details

The CES High School Placement Course gives participating students the opportunity to study in an Irish or UK Secondary School (High School). This course is available at a variety of carefully selected private and state schools in both countries. Through living and studying in Ireland, or the UK, students have the chance to become fluent in English.

Private School Programme

British and Irish private schools have a worldwide reputation for excellence and unequalled academic results. They provide an outstanding education preparing their students for the challenges of adult life. Most students reach high levels of achievement and usually go on to study in university.

This programme provides:

- » The opportunity for students between 7-18 years, from all over the world, to become fluent in English
- » Boarding and day places in a choice of many different, excellent private schools
- » Carefully selected homestay accommodation for those in day places
- » Guardianship, tuition and four airport transfers
- » Assistance with school uniforms and textbooks
- » Regular reports to parents
- » Assistance with GNIB documents and Re-Entry Visas

- » Provision of family accommodation during holidays where required
- » 24 hour emergency help line

State School Programme

State Schools participating in this programme are selected carefully on the record of their academic achievement and their enthusiasm in accepting students from other countries.

This programme provides:

- » Choice of many excellent schools throughout England, Ireland and Wales
- » Local co-ordinator who will maintain close contact with the student
- » Carefully selected homestay accommodation, close to the school
- » Opportunity for students aged 11-17 from all EU countries, to become fluent in English
- » Guardianship, tuition and four airport transfers
- » Assistance with school uniform and textbooks
- » Regular reports to parents
- » Assistance with GNIB documents and Re-Entry Visas
- » Provision of family accommodation during holidays where required
- » No deadline to book into this course
- » 24 hour emergency help line

For more information please contact info@ces-schools.com

Junior Stage Programme Winter Option - CES Dublin

Beginner to Advanced

Dublin, Ireland

Course Fees (Net Rates, Groups Only)

School	6 nights/7 days	7 nights/8 days	13 nights/14 days	14 nights/15 days
Dublin	€358 net	€387 net	€711 net	€741 net

Course Fees Include:

- » Full board homestay accommodation
- » Two or three students per family
- » 20 lessons/15 hours per week in single nationality classes
- » Course book rental and additional course materials
- » Entry level test at the beginning of the course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport transfer on arrival and departure from Dublin airport
- » Full board, single room homestay accommodation for each Group Leader per 15 students
- » 24 emergency help line

Course Details

The CES Junior Stage Programme combines expert English language tuition with an interesting social and cultural programme.

Classes are divided into two sessions. The first part of the class concentrates on grammar structures and writing skills. The second part of the class is designed to improve listening and oral skills. Role play, communication exercises and authentic materials are used.

Classes take place either in the morning or afternoon, from Monday to Friday.



Important Information

Course dates: January - May and September - December 2016

Class times: 9:45 - 13:00 or 14:00 - 17:15 Monday - Friday

For students aged: 14 - 17 years

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

*Please note that when groups arrive mid-week, their classes will be in the afternoons.
**Ireland Contact Hours per week: 15

Junior Stage Programme Winter Option - CES London + CES Oxford

Beginner to Advanced

London and
Oxford, UK

Course Fees (Net Rates, Groups Only)

School	6 nights/7 days	7 nights/8 days	13 nights/14 days	14 nights/15 days
London	£283 net	£304 net	£557 net	£581 net
Oxford	£283 net	£304 net	£557 net	£581 net

Course Fees Include:

- » Half board homestay accommodation
- » Two or three students per family
- » 20 lessons/15 hours per week in single nationality classes
- » Course book rental and additional course materials
- » Entry level test at the beginning of the course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport transfer on arrival and departure from London Heathrow or Gatwick airports
- » Half board, single room homestay accommodation for each Group Leader per 15 students
- » 24 emergency help line

Course Details

The CES Junior Stage Programme combines expert English language tuition with an interesting social and cultural programme.

Classes are divided into two sessions. The first part of the class concentrates on grammar structures and writing skills. The second part of the class is designed to improve listening and oral skills. Role play, communication exercises and authentic materials are used.

Classes take place either in the morning or afternoon, from Monday to Friday.

*Airport transfers from Luton or Stansted airports can be arranged for an extra £20 per person
 **Please note that when groups arrive mid-week, their classes will be in the afternoons.
 ***UK Contact Hours per week: 15



Important Information

Course dates: January - May and September - December 2016

Class times: 09:30 - 13.00 or 13.30 - 17:00 Monday - Friday

For students aged: 14 - 17 years

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

Junior Stage Programme Winter Option - CES Edinburgh

NEW CENTRE

Beginner to Advanced

Edinburgh

Course Fees (Net Rates, Groups Only)

School	6 nights/7 days	7 nights/8 days	13 nights/14 days	14 nights/15 days
Edinburgh	£289 net	£303 net	£558 net	£578 net

Course Fees Include:

- » Full board homestay accommodation in carefully selected homes
- » Two or three students per family
- » 20 lessons per week in single nationality classes (15 hours of tuition per week)
- » Maximum of 15 students per class
- » Course book rental and additional course material
- » Level test at the beginning of the course
- » Airport Transfer on arrival and departure from Edinburgh Airport
- » Course Certificate & Individual Student Report
- » One free Group Leader per 15 students in single room homestay accommodation
- » 24 emergency help line



Course Details

The CES Junior Stage Programme combines expert English language tuition with an interesting social and cultural programme.

Classes are divided into two sessions. The first part of the class concentrates on grammar structures and writing skills. The second part of the class is designed to improve listening and oral skills. Role play, communication exercises and authentic materials are used.

Classes take place either in the morning or afternoon, from Monday to Friday.

Important Information

Course dates: January - May and September - December 2016

Class times: 09:30 - 13.00 or 13.30 - 17:00 Monday - Friday

For students aged: 12 - 17 years

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

*Airport Transfers from Glasgow Airport can be arranged for an extra £25 per person.

**Please note that when classes arrive mid-week, their classes will be in the afternoons.

***UK Contact Hours per week: 15.

Junior Stage Programme Winter Option - CES Leeds & Worthing

Beginner to Advanced

Leeds and
Worthing, UK

Course Fees (Net Rates, Groups Only)

School	6 nights/7 days	7 nights/8 days	13 nights/14 days	14 nights/15 days
Leeds	£264 net	£278 net	£508 net	£528 net
Worthing	£264 net	£278 net	£508 net	£528 net

Course Fees Include:

- » Full board homestay accommodation
- » Two or three students per family
- » 20 lessons/15 hours per week in single nationality classes
- » Course book rental and additional course materials
- » Entry level test at the beginning of the course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport transfer on arrival and departure from Leeds or Manchester airports (CES Leeds), London Heathrow or Gatwick airports (CES Worthing).
- » Full board, single room homestay accommodation for each Group Leader per 15 students
- » 24 emergency help line



Course Details

The CES Junior Stage Programme combines expert English language tuition with an interesting social and cultural programme.

Classes are divided into two sessions. The first part of the class concentrates on grammar structures and writing skills. The second part of the class is designed to improve listening and oral skills. Role play, communication exercises and authentic materials are used.

Classes take place either in the morning or afternoon, from Monday to Friday.

*Airport transfers from London Airports can be arranged for CES Leeds. Prices vary according to group. Please contact CES Leeds. Airport transfers from Luton or Stansted airports can be arranged for an extra £20 per student for CES Worthing.

**Please note that when groups arrive mid-week, their classes will be in the afternoons.

***UK Contact Hours per week: 15

Important Information

Course dates: January - May and September - December 2016

Class times: 09:30 - 13.00 or 13.30 - 17:00 Monday - Friday

For students aged: 12 - 17 years

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

Junior Stage Programme Winter Option – CES Harrogate

NEW CENTRE

Beginner to Advanced

Harrogate, UK

Course Fees (Net Rates, Groups Only)

School	6 nights/7 days	7 nights/8 days	13 nights/14 days	14 nights/15 days
Harrogate	£264 nett	£278 nett	£508 nett	£528 nett

Course Fees Include:

- » Half board homestay accommodation (full board at weekends)
- » Two or three students per family
- » 20 lessons/15 hours per week in single nationality classes
- » Course book rental and additional course materials
- » Entry level test at the beginning of the course and welcome pack
- » Certificate of Attendance and individual student report
- » Airport transfer on arrival and departure from Leeds Bradford or Manchester airports
- » Half board, single room homestay accommodation for each Group Leader per 15 students
- » 24 emergency help line



Course Details

The CES Junior Stage Programme combines expert English language tuition with an interesting social and cultural programme.

Classes are divided into two sessions. The first part of the class concentrates on grammar structures and writing skills. The second part of the class is designed to improve listening and oral skills. Role play, communication exercises and authentic materials are used.

Classes take place either in the morning or afternoon, from Monday to Friday.

Important Information

Course dates: January - May and September - December 2016

Class times: 09:30 - 13:00 or 13:30 - 17:00 Monday - Friday

For students aged: 12 - 17 years

Levels: 6 (Beginner to Advanced)

Class size: Maximum of 15, average of 12

*Airport transfers from London Airports can be arranged for CES Harrogate. Prices vary according to group. Please contact CES Harrogate.

**Please note that when groups arrive mid-week, their classes will be in the afternoons.

***UK Contact Hours per week: 15

The following is an outline of the terms and conditions for bookings and payments for Agents and representatives of Centre of English Studies. The purpose of this list is to outline our conditions clearly and concisely and thereby avert misunderstandings. The Term "Agent" refers to any intermediary representing Centre of English Studies. Any disputes relating to accounts or services provided will, where necessary, be heard in the courts in the Republic of Ireland or the UK where the bulk of the service is carried out.

Enrolling on a Course

Where possible we ask that Agents complete the CES Registration Form. The CES Registration Form requests information on personal details, course, level, arrival information, transfer details and accommodation details. We would ask that Agents complete this form, or assist their clients to do so.

Booking and Paying for a Course

Group bookings - a 20% deposit is requested at time of booking with the remaining balance due for payment 2 weeks prior to arrival.

Individual Bookings - a deposit of €250 (Ireland)/ GBPE200 (UK) is required at time of booking with the remaining balance due for payment 2 weeks prior to arrival.

CES will then send Agents an e-mail, indicating the price of the course and accommodation and any additional services requested, with the commission already deducted. The total invoice will show the amount due.

For some countries' visa applications, full payment is required in advance before acceptance letters are issued.

Payment Procedure

IRELAND:-

- By bank transfer or credit card through Uni-Pay, our preferred payment provider. To register and make a payment click on the Uni-Pay symbol attached to the email from us confirming your booking.
[Uni-Pay handling fees will be advised at the time of payment].
- By bank transfer in EURO directly into CES bank account:
Bank Name: AIB.
Bank Address: 7-12 Dame Street, Dublin 2, Ireland.
Account Name: Centre of English Language Studies Ltd
IBAN: IE97AIBK9320868887063
BIC: AIBKIE2D
Account Number: 88887063
Sort Code: 93 20 86
[please add €30 to cover bank charges]

UK:-

- By bank transfer or credit card through Uni-Pay, our preferred payment provider. To register and make a payment click on the Uni-Pay symbol attached to the email from us confirming your booking.
[Uni-Pay handling fees will be advised at the time of payment].
- By bank transfer in GBP directly into CES bank account:
Bank Name: National Westminster Bank.
Bank Address: 27 South Street, Worthing, West Sussex, BN11 3AR.
Account Name: Centre of English Studies Ltd
IBAN: GB33NWBK60243174638459
BIC: NWBKGB2LXXX
Account Number: 74638459
Sort Code: 60 24 31
[please add GBPE15 to cover bank charges]

Please note any invoices paid directly to CES by credit card will be subject to a total credit card surcharge of 2%

****Please ensure when making a payment to include the invoice number and student name or number****

Commission

Individual Bookings - Commission is paid in two ways: 1) Net invoice method or 2) Retrospective Commission method. CES invoice the Agent, who is paid the gross price by the client and then pays the net invoice fee to CES. Commission is calculated on our Public Price List and is paid only on Tuition Fees for Adults and on our total package price for Juniors.

Retrospective Commission Method

Clients are invoiced for the gross amount and commission is paid on Adult Tuition Fees and Junior Package Price. Deposits must be paid for students booked by Agents on the retrospective method. The Agents details must be clearly marked on each booking at the time of booking for commission purposes.

Group Bookings - Special group rates are agreed with Agents by negotiation. It is important to note that should this group not reach the number agreed upon, this will automatically invalidate the fee agreed and a sliding scale will then apply. CES will provide this sliding scale upon receiving a group booking. CES requires a 20% deposit on each group booking. Bookings will not be confirmed until the deposit, has been received by CES. It is important to note that deposits must be paid by the end of March 2016. **Balance must be received 2 weeks prior to the groups arrival.** Groups will be assigned to chosen centres on a first-come, deposit-paid basis. Failure to meet the terms outlined can lead to cancellation. CES reserves the right to close bookings once we have reached our quota in each Centre.

Arrivals

Group quotes include one group transfer on arrival and one group transfer on departure. Regarding flights arriving between midnight and 6am or delayed flights, CES reserves the right to hold students until 7am. *Small groups or individual students booked as part of a group and arriving separately to the group will be charged a transfer fee.*

If groups are arriving and departing to/from their accommodation at unsociable hours due to flight arrival or departure times CES reserves the right to charge a supplement fee to cover this.

Pricing

CES requires Agents to submit their price lists.

Misrepresentation

It is the responsibility of Agents promoting CES to give a true and accurate description of our programmes. Any such description must be submitted to the CES Marketing Department before printing. CES reserves the right to refuse bookings from an Agent who is misrepresenting our courses.

Adult Groups

Ireland - Accommodation is half-board from Monday to Friday and full-board at the weekends. If full board accommodation is required from Monday to Friday, CES Dublin can arrange this at an additional cost of €40 per person per week.

UK - Groups attending CES Wimbledon or Oxford, who wish to have full-board, will have to pay an additional GBPE30 per person per week. Worthing and Leeds are full-board all week.

CES reserves the right to terminate the contract in the following circumstances:

- The unruly behaviour of a student.
- Vandalism by a student.
- The committing of a criminal offence on the part of a student.
- In circumstances where the accommodation and facilities offered by CES are unsuitable to the special needs of a student.
- In circumstances where the behaviour and conduct of a student is such as to adversely affect the proper administration of the School.
- Where a medical condition needing special medicine and care is not advised on the Registration Form or when the booking is made.

Insurance

Students are not insured by the School, or by the host family, against illness, theft or loss of personal effects. Therefore the school accepts no responsibility in the event of such occurrence. Personal insurance cover is highly recommended.

Insurance should cover the loss of personal possessions such as laptops, cameras, and mobile phones as well as the loss of tuition fees if a student decides to cancel their course or return home early.

CES does not assume any liability for loss, delay or accident of any kind whatsoever which may occur due to the fault or negligence of any company, hotel proprietor, campus, hostel or any other persons carrying out ancillary arrangements.

Medical Insurance

IRELAND:-

Medical Insurance can be arranged at a cost of €100 per annum.

UK:-

If you are to travel as part of a group to a Centre of English Studies in the UK we can help you arrange insurance as part of your package price.

We advise all clients to take out full medical insurance prior to their arrival. CES cannot be held responsible for medical costs incurred if a student does not specifically request medical insurance cover. Citizens of the European Union countries should bring the E128 card with them.

Adult Classes

At peak times of the year, adult classes can take place at alternative premises other than our main teaching centres.

Junior Groups (Winter)

Where groups book mid-week to mid-week, it may not be possible to provide classes on the Monday and Tuesday of their last week. Additional tuition will be given in lieu of this during the afternoon period.

Group Leaders

Group Leaders will be supplied with a Group Leader Handbook, which outlines their duties. It is important that Group Leaders read this handbook carefully. Group Leaders are expected to attend the centre each day and to accompany their group on all social and cultural excursions and activities. Accommodation will be full-board in Dublin, Worthing and Leeds and half-board in Wimbledon and Oxford. In the peak month of July it may not be possible to provide single room accommodation for Group Leaders. It is not feasible for a Group Leader with a group at a Junior suburban centre to attend an Adult / Teachers Course at the city centre Adult School. We advise all Group Leaders to bring a mobile phone with them and to give this number to the centre principal in case of emergency. The host family phone is there for students to contact the Group Leader. The phone can be used in emergency situations only.

In the UK, for each group leader, Centre of English Studies must receive prior to arrival, a declaration of suitability to work with children from the agent or group organiser. Centre of English Studies will also forward all medical and consent to travel forms in advance of arrival for completion by parents/guardians.

Phone Calls

Students can only make emergency phone calls from the host family telephone under supervision. Agents will be responsible for recouping costs of calls made without permission.

Text Books (Adults)

Text books are not included in our fee and cost approximately €30 (Ireland)/£30 (UK). Agents who wish to include the book must advise CES so that the cost of the book will be added to each invoice. Book rental may be organised for groups only.

Accommodation

It is important that Agents make special requests (i.e. no pets, vegetarian, etc.) on their initial booking. It is too late to make these requests after students have been placed. Where a number of special requests are made for one student, CES reserve the right to fulfil what we feel to be the most important request. Agents should advise CES of any special dietary needs, such as lactose intolerance, gluten intolerance or coeliac. There will be an extra charge for students requesting a special diet of approximately €30 (Ireland)/ GBP£15 (UK) per week.

Smoking

Smoking is not permitted in any public buildings in Ireland or England (schools, residences, etc.). It is not acceptable to smoke in a host family home.

Public Holidays

CES will be closed on the following Public Holidays:

IRELAND - Please note that the school will be closed on the following dates: 1st January, 17th March, 25th March, 28th March, 2nd May, 6th June, 1st August, 31st October, 23rd December 2016 – 2nd January 2017.

UK - Please note that the school will be closed on the following dates: 1st January, 25th March, 28th March, 2nd May, 30th May, 29th August, 23rd December 2016 – 2nd January 2017

When public holidays occur on a Monday, students will begin their course on a Tuesday. No extra classes will be arranged to make up group lessons missed on public holidays and there is no refund of fees or credit given.

Please note there is no refund for clients who downgrade from Intensive to Standard Course during the first four weeks of their stay. After the first four weeks the fee can be refunded through the Agent at the discretion of a Director of CES.

Beginners arriving on dates other than the published start dates for beginners may have class in the afternoon, or at the lowest level operating at that time, or must take individual tuition. It may be necessary for absolute beginners to have one-to-one tuition until they reach a suitable level. Their group class fee will be offset against these charges.

Cancellation & cancellation fees

All cancellations must be notified in writing.

1. Accommodation Fees - notice provided of 2 weeks - full refund given.
2. Tuition and other fees:-
 - 2.1 Notice provided of up to 14 days prior of the arrival date - cancellation fee of €250 (Ireland)/GBP£200 (UK).
 - 2.2 Notice provided of less than 14 days prior to arrival - no refund given.

Where a visa has been refused, CES will refund fees to the Agent on receipt of evidence of the visa refusal plus the refusal number. All fees which have been paid will be refunded less the deposit of €250 (Ireland) /GBP£200 (UK). Where refunds are made by bank transfer, the bank charges will also be deducted from the balance.

If the intended commencement date of an English Language Programme is delayed because of visa problems, CES will not adjust your tuition or accommodation end date and no refund will be made.

Curtailement

There is no refund of fees for curtailment of a course after commencement.

These terms also apply to students who are part of a group. The cancellation fees will be waived if there is a replacement student.

Independent Course Selection Arrangements

If, for any reason, students make their own arrangements for further study in Ireland or UK, the contract between CES and the student will be considered broken and no refund will be made.

Expulsion

No refund.

General Conditions

- CES does not accept responsibility for costs incurred due to flight delays, (i.e. accommodation etc.)
- CES does not take responsibility for any loss or theft of belongings.
- Students are expected to have appropriate medical and baggage insurance.
- There is no refund of fees for days missed during the course, or for late arrival or early departure, or for public holidays.
- There is a fee of €30 (Ireland)/ GBP£15 (UK) on all payments made by bank transfer.
- CES reserves the right to cancel all arrangements and bookings without prior notice if our payment conditions are not met. All operators working with CES will be deemed to have agreed to these conditions without variation once they have made a booking.

Facebook and Social Media

CES reserves the right to expel any student found abusing or insulting any other CES student, or homestay accommodation, on any form of social media.

Legal Notice

CES reserve the right to alter and amend information contained in this handbook without notice. We reserve the right not to accept applications.

Supplements

CES reserves the right, if necessary, to add a supplement for airport transfers and tours to all students and groups.

All prices are valid until 31st December 2016.

- CES **require** the date of birth of each student **before** any registration can be confirmed.
- Students between 12 - 17 years in England and 14 - 17 years in Ireland only, are accepted on the Junior Programmes.
- Students aged 12 - 14 will be placed 2 per homestay accommodation.
- Students with special dietary or medical problems are accepted solely at the discretion of the Directors of CES. There **is** a supplementary charge for coeliac, vegetarians, vegans and students with special dietary requirements.
- CES cannot accept students with enuresis (bed-wetting).
- Junior students must purchase the special travel ticket as all afternoon visits are by public transport. The tickets are on sale at each Junior Centre.
- In the peak months of July and August CES reserve the right to place two CES students of the same mother tongue in the same homestay accommodation. CES will do everything reasonably possible to meet agents' accommodation requests. Whilst CES cannot warrant that our homestays will not take students from another source, nevertheless CES will use our best endeavours to ensure that the homestay accommodation is suitable to student requirements.
- Students who are 18 years and over must attend a CES adult course. CES does not accept students 18 years and over in Junior Courses. We reserve the right to refuse such bookings.
- CES reserves the right to charge a student €70/GBP£50 for an unnecessary change of host family.
- All junior students' accommodation is based on shared rooms. We **do not provide single rooms** for junior students.
- All students are expected to bring a towel and toiletries with them.
- **Important:** Students attending Junior Centres must obey the CES Rules for Junior Students. Students who take alcohol or drugs will be sent home immediately at their parents' expense. There will be no refund of fees for such students. Agents will be advised of the expulsion and must make arrangements for their student(s) to return home immediately.
- Junior Students may have classes in the morning or in the afternoon at peak times during the year.
- CES **cannot** accommodate three students of the same nationality in one house.
- There are no extra classes given where a bank holiday occurs during a course.
- CES has a strict anti-bullying policy regarding all forms of social media. Any student found breaking this rule can be sent home.
- The CES Junior schools will not have classes on National Bank Holidays.

Arrival and Departure of Junior Students:

- Junior students must book an airport transfer on arrival and departure.
- Students departing between 3am-6am will be brought to the airport at 1am.

All prices are valid until 31st December 2016.



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