

# 2010

[www.clt.com](http://www.clt.com)



## Dates and Fees 2010

A commitment to quality  
For business and professional clients



### Micro-Group Training

Level	1	2	3	4	5	6	7	8	9
-------	---	---	---	---	---	---	---	---	---

2 - 4 participants per group; 30 full hours per week (30 X 60 minutes); minimum booking: 1 week

**Fees: 1 week - £ 840 2 weeks - £ 1680**

For two week courses (or longer) we recommend starting on the first day of a two week cycle. For one week courses any Monday is possible (please contact us for advice on which week we recommend for you).

#### Dates of two week cycles:

04 - 15 January, 18 - 29 January, 01 - 12 February, 15 - 26 February, 01 - 12 March, 15 - 26 March, 29 March - 09 April\*, 12 - 23 April, 26 April - 07 May, 10 - 21 May, 24 May - 04 June, 07 - 18 June, 21 June - 02 July, 05 - 16 July, 19 - 30 July, 02 - 13 August, 16 - 27 August, 30 August - 10 September, 13 - 24 September, 27 September - 8 October, 11 - 22 October, 25 October - 05 November, 08 - 19 November, 22 November - 03 December, 06 - 17 December.

\* Includes training on Easter Monday 5th April

### One-to-One Specialised Training

Level	1	2	3	4	5	6	7	8	9
-------	---	---	---	---	---	---	---	---	---

30 full hours per week (1 hour = 60 minutes) – 15, 20 or 25 hours also available; no minimum booking

**Fees: 30 hours - £ 1980 25 hours - £ 1650 20 hours - £ 1320 15 hours - £ 990**

Available between 04 January and 17 December; start and finish at any time. Duration, intensity and dates - including Saturdays and Sundays if required - by arrangement with the Centre Director. A premium of 20% is charged for weekend training.

### Combination Training

Level	1	2	3	4	5	6	7	8	9
-------	---	---	---	---	---	---	---	---	---

Courses combining Micro-Group and One-to-One training; minimum booking: 1 week.

**1-week Combination (15 hours' Micro-Group plus 15 hours' One-to-One) £ 1410**

**2-week Combination (30 hours' Micro-Group plus 30 hours' One-to-One) £ 2820**

**3-week 'Classic' Combination (2-weeks Micro-Group plus 1-week One-to-One) £ 3660**

For two week courses or longer we recommend starting on the first day of a two week cycle (see above). For one week courses any Monday is possible – please contact us for advice on which week we recommend.

### Training programme fees include:

1. Full 60-minute training hours.
2. All training materials and stationery.
3. Full access to clients' multi-media resource centre (open 08.00 to 18.00) with resources and training advice available after formal training sessions.
4. Email and Internet facilities (incl. WiFi).
5. Fax and secretarial services as required.
6. Morning and afternoon tea, coffee etc.
7. A certificate of training.
8. A confidential written assessment at the end of the training with guidance for future progress in English *and*
9. A post-training tutorial - a personal video presentation, analysed, corrected and reformulated by CLT - *both 8 & 9* sent to the client after training.



### Recommended optional services

All lunches, social programme, accommodation and transport services are quoted at cost

**PER WEEK**

- Executive Homestay Accommodation (private bathroom, breakfast and dinner weekdays, full board at weekends) including, where appropriate, daily car service to and from centre **£ 270**
- 3 lunches per week with CLT trainers (Micro-Groups, 1-week and 2-week Combination) **£ 48**
- 5 lunches per week with CLT trainers (One-to-One Training) **£ 84**  
NB Classic Combination Course lunches: 2 weeks at £48 plus 1 week at £84 (Total £180)
- Social programme (3 evenings per week) including car service to and from centre **(but excluding occasional theatre tickets). We recommend booking the social programme in advance. Bookings after arrival will incur a higher charge and must be paid for in cash.** **£ 48**
- Hotel Accommodation – see our website or contact us for special rates.
- Guaranteed arrival and departure transfer service.

London airports (Heathrow, Gatwick, City & Stansted):

**£92** arrival or departure only **£184** arrival and departure (Luton prices on request)

Ashford International (Eurostar): **£39** arrival or departure only - **£78** arrival and departure

**Please note: given the fluctuating price of oil, these transfer prices may be subject to increase or decrease during 2010**

### Registration and services handling fee (per booking)

**£ 60**

### How to register

- How to register
- How to pay
- Cancellation and postponement terms and conditions

Please see back page of this leaflet.



**Level Scale** - Level Scale – use this table to find your level. If you are unsure, please contact us on **+44 1227 760000** for a short telephone interview.

CLT level*	Description	CEFR** levels	Cambridge ESOL	BEC	TOEFL paper/ computer/ internet IBT	TOEIC score
9	<b>Very Advanced</b> I can speak fluently and understand completely.	C2			677 / 300 / 120	905 - 990
8	<b>Advanced</b> I speak and understand very well but sometimes have problems with unfamiliar situations and vocabulary.		CPE		600 / 250 / 100	785 - 900
7	<b>Pre-Advanced</b> I speak and understand well but still make mistakes and fail to make myself understood occasionally.	C1	CAE	Higher	550 / 213 / 80	725 - 780
6	<b>Upper Intermediate</b> I can communicate without much difficulty but still make quite a lot of mistakes and misunderstand sometimes.		B2	FCE	Vantage	500 / 173 / 60
5	<b>Intermediate</b> I can speak and understand reasonably well and can use basic tenses but have problems with more complex grammar and vocabulary.	B1			450 / 133 / 46	605 - 670
4	<b>Low-Intermediate</b> I can make simple sentences and can understand the main points of a conversation but need much more vocabulary.		PET	Preliminary		505 - 600
3	<b>Pre-Intermediate</b> I can communicate simply and understand in familiar situations, but only with some difficulty.		A2	KET		405 - 500
2	<b>Elementary</b> I can say and understand a few things in English.	A1				255 - 400
1	<b>Beginner</b> I do not speak any English.					10 - 250

\*CLT's level scale matches IELTS. \*\* Common European Framework of Reference for Languages of the Council of Europe.



# Canterbury Language Training



## Registration Form Part 2

Please complete this part carefully.  
The information you provide will help us plan your course.

What is the nature of your company's business?

What is your position/profession in your company?

What is your main function?

Please estimate your level of English by putting a circle around one number ie (5) – refer to level scale in the Dates and Fees for guidance.

CLT Level Scale	Advanced		Intermediate			Elementary		Beginner
Speaking	8	7	6	5	4	3	2	1
Understanding	8	7	6	5	4	3	2	1
Reading	8	7	6	5	4	3	2	1
Writing	8	7	6	5	4	3	2	1

How often do you use English in your current job? Place a cross (X) on the lines below

Frequently (ie every day) \_\_\_\_\_ Rarely (ie once a month)

How often will you have to use English in the future?

Frequently (ie every day) \_\_\_\_\_ Rarely (ie once a month)

Please tell us what **you** think are your main strengths and weaknesses in using English.

Why do you need English?

What do you want to be able to do in English after your training?

Is there anything else you would like us to consider when planning your training?

## How to register

1. Select the course, dates and optional services you want– we will be happy to give you advice.
2. Post or fax a completed Registration Form to:

**The Registrar, Canterbury Language Training, 73 Castle Street, Canterbury, CT1 2QD, UK**

**Fax: +44 1227 764400**

**or**

complete the on-line Registration Form on our website **www.clt.com**

**or**

download our Registration Form in PDF format from our website and fax to the number above or email to **office@clt.com**

**or**

simply send us an email to **office@clt.com**. Please include the following information:

- Your name, age and nationality
- Contact email address and phone/fax numbers
- The course, dates and services you want

**or**

you can register through a recommended agent/representative in your country – we will be pleased to give you contact details.

## Cancellation

- More than 15 working days' notice - no fees payable
- 5 to 15 working days' notice - 50% of invoiced training fees
- Fewer than 5 working days' notice - 100% of invoiced training fees plus one week's Executive Homestay Accommodation (if booked).

## Postponement

- If the postponement is made more than 5 working days before the booked starting date, we will transfer the course to a later date without penalty.
- If the postponement is made fewer than 5 working days before the booked starting date, 10% of the invoiced training fees will be payable plus one week's Executive Homestay Accommodation (if booked).

## How to pay

### Bank transfer to our bank

Account 70080853  
Bank Sort code 20-06-05  
Barclays Bank  
Pall Mall  
London

SWIFT Code: BARCGB22 IBAN: GB46 BARC 2006 0570 080853

Please remember to pay all bank charges at your end. If you are paying by bank transfer, please send us a copy of the transfer advice.

### Credit cards

We accept Visa, MasterCard, Amex and Diners



If you need more information about any of our courses, please contact us:

Canterbury Language Training  
73 Castle Street, Canterbury CT1 2QD  
office@clt.com ☎ +44 1227 760000

[www.clt.com](http://www.clt.com)