

Information Sheet - Pre-Sessional Course in Cambridge

Dear Students

This document provides some key information regarding the English Language course (FW1.7) in order for you to plan your trip in advance as best as possible.

Once you registered for the course, you will receive an in depth itinerary with a detailed lesson timetable and current course fees. In addition, there will be a face-to-face meeting with all participants for all remaining questions.

1. Bell School Cambridge

Bell Educational Services Ltd. has been providing top quality English language teaching and training since 1955. They are internationally renowned for their superb schools, outstanding facilities and excellent teaching, ensuring that clients are completely satisfied with their courses. They are specialists in the provision of ESP and teacher training, and regularly run closed group courses for schools.

2. About the Structure of the Course

This pre-session **4-week** course is made up of **two** key components:

- CPE Preparation
- Teacher Training
- The CPE course is made up **15 hours** a week and takes place in the mornings from Monday-Friday. The CPE course begins at 09:30-13:00 with a 30 minutes break from approx. 11:00-11:30. Lunch is from 13:00-14:00
- The teacher-training component takes place 3 times a week – Tuesday, Wednesday and Thursday afternoons. These take place from 14:00-15:30. As students of the PH you will be able to pre-register for the workshops/plenaries.
- The course is held as a closed group meaning that there won't be any other students other than PH students from the FHNW.

This is an overview of the timetable:

Monday:	Free Afternoon
Tuesday:	14:00-15:30 (Workshop)
Wednesday:	14:00-15:30 (Plenary Talk)
Thursday:	14:00-15:30 (Workshop)
Friday:	Free Afternoon

- The course also includes a **social programme**. You can choose to participate in either the general English language programme or/and the teacher training programme. This is also part

of the core programme and is expected you also attend social activities so you can network with other teachers and students at the school.

- The social programme includes, sporting and cultural activities. This includes; welcome and farewell parties, international evenings, on-site sport facilities etc. A full day trip is offered for free every two weeks and then at least two-half day activities are offered for free every week.

3. Facilities

- You have access to both the general library as well as the teacher-training library in Homerton College Cambridge. To improve your English ensure you use these resources which include:
 - **Multimedia Centre** - containing a network of multimedia PCs with colour monitors and a laser printer. There is a very extensive range of CALL and CD ROM-based software available to students on the network.
 - **Library** - with a wide range of modern and classical literature, graded readers, reference books, daily newspapers, magazines, dictionaries and other reference books such as atlases and encyclopaedias, plus a library for teachers.
 - **Materials Section** - with language practice exercises and worksheets for listening, speaking, reading, vocabulary, grammar, writing, Business English, pronunciation and exam practice.
 - **Study Areas** - quiet rooms where students can do their own research, read and write, or listen to CDs or watch DVD
- There is a very good canteen on campus where you are able to eat well cheaply. The food is of the highest quality.
- The surroundings and facilities are of a high standard, classrooms are furnished with interactive whiteboards.
- Only 45 minutes from London, which means you can visit London on your free afternoons (Monday and Friday), a further plus point of this programme.

4. Accommodation

- There are currently two options available:
 - Homestay accommodation on HB basis (Breakfast and Dinner)
 - Residential accommodation – Self-Catering (private bathroom and shared kitchen)
- Bell Cambridge has a full-time Accommodation and Welfare office available if you have any queries concerning your accommodation, or any other issues that may arise. **The first point of call for any problems is the staff at Bell Cambridge.** If in the unlikely event the problem has not be resolved you can contact me at: **dina.blanco@fhnw.ch**
- In addition, another great option is to find accommodation yourself as this may also be a cheaper option for some, where you can share the fees. Many students have booked through Airbnb.

5. Course Fees and additional costs:

Costs	Equivalent in CHF /Notes
Course Fees	PH covers CHF1200, the remaining amount is paid by the student. Please calculate approx. CHF800-900 Billing procedure: the PH pays the course fees up front. After deducting CHF1200, the remaining amount will be billed to you separately after your return.
Accommodation	Accommodation is paid by the students The costs are approx.: Homestay: £920* Sorrento: £1180 (BB)* £75 Administration Fee *For more information current prices see here (please note that only home stay and the Sorrento residence are available for our students).
Flights/Train	Transportation is paid by the students It is strongly recommended you book your flight and train tickets in advance (www.thetrainline.com) as tickets are much cheaper when booked in advance. The closest airport is Stanstead and Heathrow.

6. Registration Procedure

- Please complete the registration form and return it to dina.blanco@fhnw.ch (deadline will be communicated in time). **Please do not send your registration directly to Bell as this is a group booking it is important you return your registration forms to me.** Please save your form in this format e.g. D_Blanco.pdf
- Once Bell has received your registrations you will be billed separately for the accommodation fees, which you are to settle in advance. All the necessary information will be sent to you by Bell administration directly.

And finally....

I trust this has provided you with the most important information required to start making preparations.

For further information please also check out Bell's website (<https://www.bellenglish.com/locations/bell-cambridge>) or don't hesitate to contact me: dina.blanco@fhnw.ch