

NEW ZEALAND LANGUAGE CENTRES

AUCKLAND LANGUAGE CENTRE • CHRISTCHURCH LANGUAGE CENTRE • WELLINGTON LANGUAGE CENTRE

I Love Learning English in New Zealand!



NEW ZEALAND LANGUAGE CENTRES
Auckland • Christchurch • Wellington

2011 Fees & Courses

All fees are in NZ Dollars and include GST (local tax) where applicable

Tuition Fees

General English / IELTS / EBP / TOEFL Challenge course

FULL TIME

1 to 10 weeks	\$360 per week
11 to 20 weeks	\$355 per week
21 to 30 weeks	\$350 per week
31+ weeks	\$340 per week

PART TIME (AM, General English ONLY)

1 to 12 weeks	\$290 per week
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Cambridge FCE / CAE (FULL TIME)

10 weeks – \$3600	12 weeks – \$4320
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Part Time TOEIC

5 weeks (10 hours)	\$180
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Teacher Training (FULL TIME)

CELTA 4 weeks	\$3050
TESOL 5 weeks	\$2400
TECSOL 5 weeks	\$2400

Young Learner General English / High School Preparation (YLGE / HSP) (FULL TIME) – \$360 per week

Young Learner English + Activities (FULL TIME/SEASONAL) – \$520 per week

Group Study Tours – please contact New Zealand Language Centres for a quotation

Service Fees

Enrolment	\$200												
Accommodation Arrangement	\$180												
Homestay – Half board (Full board option also available)	18 years and over \$220 per week (\$32 per additional night) Under 18 years \$240 per week (\$35 per additional night)												
Hostel	Each school can provide hostel options and rates												
Airport Transfers	<table> <thead> <tr> <th></th> <th>One Way</th> <th>Return</th> </tr> </thead> <tbody> <tr> <td>Auckland</td> <td>\$100</td> <td>\$180</td> </tr> <tr> <td>Christchurch</td> <td>\$50</td> <td>\$90</td> </tr> <tr> <td>Wellington</td> <td>\$50</td> <td>\$90</td> </tr> </tbody> </table>		One Way	Return	Auckland	\$100	\$180	Christchurch	\$50	\$90	Wellington	\$50	\$90
	One Way	Return											
Auckland	\$100	\$180											
Christchurch	\$50	\$90											
Wellington	\$50	\$90											
Designated Caregiver Assessment	\$150 (\$75 for subsequent assessments)												
Work Experience Arrangement and Job Placement Assistance	\$250 (conditions apply)												
Farm Stay Arrangement	\$150 (conditions apply)												
Au Pair Placement	\$350 (conditions apply)												

Public Holidays

NZLC colleges are open all year except on weekends and the following public holidays in the year 2011:

3 & 4 January	New Year Holidays	6 June	Queen's Birthday
24 January	Wellington Day (NZLC - WLC ONLY)	24 October	Labour Day
31 January	Auckland Day (NZLC - ALC ONLY)	11 November	Canterbury Day (NZLC - CLC ONLY)
22 April	Good Friday	26 December	Boxing Day
25 April	Easter Monday / ANZAC Day	27 December	Christmas Holiday

The usual weekly tuition rates apply for weeks where the above dates fall. No refunds or time in lieu will apply for public holidays falling within the week of tuition.

NZLC 2011 Course Calendar



TERM	MODULE	START DATE	FINISH DATE	DURATION
Term 1	Module 1	5 January	4 February	5 weeks
	Module 2	7 February	11 March	5 weeks
Term 2	Module 1	14 March	15 April	5 weeks
	Module 2	18 April	20 May	5 weeks
Term 3	Module 1	23 May	24 June	5 weeks
	Module 2	27 June	29 July	5 weeks
Term 4	Module 1	1 August	2 September	5 weeks
	Module 2	5 September	7 October	5 weeks
Term 5	Module 1	10 October	11 November	5 weeks
	Module 2A ¹	14 November	30 December	7 weeks
	Module 2B ²	14 November	16 December	5 weeks

- Module 2A – General English and Young Learner Courses (except YL English + Activities)
- Module 2B – For Academic and Teacher Training Courses (except CELTA course)
- For General English we recommend starting Module 1 as the courses follow a 10-week cycle. However, students entering General English Courses can start on any Monday
- NZLC reserves the right to cancel courses which do not meet our minimum student requirements
- Timetables may vary in each NZLC school

NZLC Courses & Programmes



COURSES AND PROGRAMMES		DURATION	AUCKLAND	CHRISTCHURCH	WELLINGTON
General English	General English Part Time	1 week +	√	√	√
	General English Full Time	1 week +	√	√	√
Academic Courses	IELTS Preparation	5 - 30 weeks	√	√	√
	TOEFL Preparation	5 weeks	√	x	x
	TOEIC Preparation (PM Part Time, 10 hours)	5 weeks	√	x	√
	Challenge course	5 - 20 weeks	√	x	x
	Cambridge FCE Preparation	10 or 12 weeks	√	√	√
	Cambridge CAE Preparation	10 or 12 weeks	√	√	x
	English for Business Purposes (EBP)	5 weeks	√	√	√
Young Learner	General English - High School Preparation	1 week +	√	√	x
	English + Activities (seasonal)	1 week +	√	√	x
Study Tours	Study Tour Programmes	Any	√	√	√
Teacher Training	TESOL	5 weeks	√	√	√
	TECSOL (TESOL for Children)	5 weeks	√	x	x
	Cambridge CELTA	4 or 5 weeks	√	x	x
Special Programmes	NZLC City Link Programme	-	√	√	√
	Work experience arrangement / Job placement	-	√	√	√
Exams	Cambridge TKT Exam Centre	-	√	x	x
	TOEIC Test Centre	-	x	x	√
	AEAS Test Centre	-	√	√	x
	Cambridge PET, FCE & CAE Test Centre	-	√	x	x
	Cambridge BEC 1, 2, 3 Test Centre	-	√	x	x

NZLC Textbook Policy



NZLC Textbook Policy:

NZLC Textbook Rental Fee Policy from January 2011

Applies to GE / IELTS / EBP / NZLC Challenge / Young Learner Courses. Textbooks are provided for the student's use in class for a \$80 textbook deposit. This deposit will be refunded upon the return of the textbook at the end of the course in an acceptable / satisfactory condition.

Other course book / material fees:

A book / material fee needs to be paid by the student at the time of enrolling in the following courses (in addition to the tuition fee). Each student will receive their own textbook to keep. **CAMBRIDGE FCE / CAE (\$100) TOEFL, TESOL, TECSOL (\$80)**

Entry Age (minimum) at time of course commencement

General English Courses - 16 years

Academic Courses - 18 years and over (students under 18 years old admitted at the discretion of Management)

Teacher Training Courses - 18 years

Young Learner Courses - 11 to 17 years

General English

Start date: Any week, Monday (Start of Module 1 recommended)

Academic Courses

Entry Criteria: Intermediate or above. Course entry is subject to meeting the placement test criteria

Cambridge Exam Preparation (FCE & CAE)

COURSE 1: 5 January 2011 – 11 March 2011 (10 weeks)

EXAM DATE: FCE - 12 March 2011 / CAE - 11 March 2011

COURSE 2: 21 March 2011 – 10 June 2011 (12 weeks)

EXAM DATE: FCE – 14 June 2011 / CAE – 15 June 2011

COURSE 3: 12 September 2011 – 2 December 2011 (12 weeks)

EXAM DATE: FCE – 6 December 2011 / CAE – 7 December 2011

Cambridge exam fee (approximately \$290 + postage) not included

Academic IELTS / English for Business Purposes (EBP) / TOEFL / Challenge Course

Start Dates: Start of Module 1, 2 and 2B

IELTS exam fee (approximately NZ\$340) & TOEFL exam fee (approximately US\$110) not included. Exam by own arrangement

Part Time TOEIC

START DATES: Start of Module 1, 2 and 2B, Friday

TOEIC exam fee (approximately \$180) not included. Exam by own arrangement

Teacher Training

Cambridge CELTA (Certificate in Teaching English to Speakers of Other Languages)

COURSE 1: 13 December 2010 – 14 January 2011 (due to holiday season, this is a 5-week course)

COURSE 2: 18 April 2011 – 13 May 2011

COURSE 3: 14 November 2011 – 09 December 2011

COURSE 4: 12 December 2011 – 13 January 2012 (due to holiday season, this is a 5-week course)

TESOL (Teaching English to Speakers of Other Languages) + TKT

START DATES: Start of Module 1 & Term 5 Module 2B

Cambridge TKT exam fee (approximately \$280 + postage) is not included

TECSOL (Teaching English to Child Speakers of Other Languages) + TKT

START DATES: Start of Module 2 and 2B*

Cambridge TKT exam fee (approximately \$280 + postage) is not included

University of Cambridge TKT (Teaching Knowledge Test) Module 1, 2 & 3 Dates & Fees 2011

\$280 + postage (7 weeks prior booking required including payment)

TEST DATES: 5 February / 16 April / 25 June / 3 September / 12 November / 17 December

TEST ENROLMENT DEADLINES: 17 December (2010) / 25 February / 6 May / 15 July / 23 September / 28 October

(Additional TKT module schedule and fees to be announced later)

Young Learner Courses

Young Learner General English / High School Preparation (YLGE / HSP)

START DATE: Any week, on Monday. Start of Module 1 recommended

Young Learner English + Activities Holiday Programme

COURSE 1: 6 December 2010 – 11 February 2011

COURSE 2: 7 June 2011 - 19 August 2011

COURSE 3: 12 December 2011 - 10 February 2012

- Students can start any Monday within the above course periods
- Minimum 1 week enrolment required
- Starting and finishing dates may vary across NZLC colleges

Group Study Tours

- Groups of any size
- Combine NZLC schools for a North & South Island experience
- Homestay in pairs or singles with experienced study tour host families
- Experienced bilingual Coordinators provided

eg: English + Activities Programmes; High School Programmes; Teacher Training Programmes. For sample itineraries, quotations and more information contact any of the NZLC schools

NZLC CITY LINK

Students can enrol for a combined course of 12 weeks at any two or three NZLC schools (minimum of 4 weeks in each of the NZLC locations chosen), and receive two one-way domestic air tickets to/from the chosen schools. Advance booking and special conditions apply – refer to NZLC CITY LINK conditions.

NZLC Commitment

1. NZLC will provide you with education and related services in accordance with the selection of services made by you on the NZLC Courses, Fees and Enrolment Form.
2. We will from time to time, following commencement of your course/s, provide you with activity services or introduce you to third party activity service providers, on such additional terms as shall be agreed on an activity by activity basis.
3. We will provide the above services selected by you in accordance with our policies, operating standards and student rules and regulations and The NZ Ministry of Education Code of Practice for the Pastoral Care of International Students and Circular 99/03 Rules for Student Enrolment Records.
4. All of the above said and done, NZLC reserves the right to open or close courses or classes, create, cease or change any activities due to unforeseen circumstances or events with minimum notice, as the need arises. This will not override the student's rights under the NZLC Fee Protection Policy.

NZ Ministry of Education Code of Practice

NZLC have agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Ministry of Education. Copies of the code are available on request from this institution or from the New Zealand Ministry of Education website at www.minedu.govt.nz

Immigration

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website at www.immigration.govt.nz

Eligibility for Health Services

Most international students are not entitled to publicly funded health services while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full costs of that treatment. Full details on entitlements to publicly funded health services are available through the Ministry of Health, and can be viewed on their website at www.moh.govt.nz

Accident Insurance

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but you may still be liable for all other medical and related costs. Further information can be viewed on the ACC website at www.acc.co.nz

Medical and Travel Insurance

International students must have appropriate and current medical and travel insurance while staying in New Zealand. NZLC can arrange insurance on request.

NZLC CITY LINK

Students can enrol for a combined course of 12 weeks at any two or three NZLC schools and receive two one-way domestic air tickets to/from the chosen schools. Advance booking and special conditions apply – see NZLC CITY LINK conditions.

NZLC CITY LINK Conditions

Pre-book* an English course of 12 weeks full-time or more, and stay a minimum of 4 weeks in each city; and receive two one-way domestic air tickets to/from Auckland, Christchurch or Wellington.

*This option must be nominated at the time of the initial enrolment. Minimum of four weeks prior bookings is required to arrange air tickets. Any changes to booked flights will incur the airline's applicable fee at the expense of the student. For second or further changes, the college will also charge an additional administration fee of NZ\$150 per change.

Payment Details

Failure to make full payment of your course fee by the specified deadline may result in your course being cancelled. Payment methods accepted:

Telegraphic Transfer • Bank Draft • Cash • International Money Order • VISA • Mastercard • EFTPOS

ALL NZLC Telegraphic Transfer payments should be sent to our trust account below:

Account Name: Walker Wayland Ltd
ASB Bank – Auckland City Branch
Account Number 12 – 3110 – 0065474 – 02
SWIFT CODE: ASBBNZ2A

ALL NZLC Telegraphic Transfer payments must be accompanied by a bank remittance advice with the student name and ID number at the time of deposits to assist our reconciling to:
New Zealand Language Centres (NZLC)
PO Box 105035, Auckland 1143, New Zealand
email: accounts@akldlang.co.nz
fax: +64-9-307 9219

NZLC Grievance & Complaint Procedures (Dispute Resolution)

- If you have a complaint about any part of your study and additional services received, please discuss the matter with your NZLC Student Services Advisor. If it is a serious matter he or she will help you to put your concerns in writing (complaint form).
- The written complaint will be sent to the relevant department – eg: Academic, Accommodation.
- The NZLC Head of Department will take whatever action he or she considers appropriate and will report back in writing to your Advisor.
- Your Advisor will meet with you to discuss this response and to find out if you are satisfied with what has been done.
- If you remain unsatisfied your complaint will be referred to the NZLC Principal.
- If necessary, you may be asked to discuss the matter in a meeting with the NZLC Principal. You may bring a support person to this meeting.
- The management will prepare a written reply.
- If you are not satisfied with the outcome or the response from the NZLC Principal, you may ask to have contact with the NZLC Director.
- If you are not satisfied with the outcome or the response from the NZLC Director, you can refer to the following grievance procedure established by the International Education Appeal Authority.

Step 1: You can contact English NZ (a group to which NZLC belong). Here is the address:

The Secretary
English New Zealand
PO Box 2577,
Auckland 1140

Step 2: If you are not satisfied with the outcome or the response from English NZ, then you can contact the following Authorities:

NZQA	International Education	
PO Box 160	Appeals Authority	
Wellington	OR	c/- The Ministry of Education
Ph. 0800 QAHELP		PO Box 32001 Wellington

Please note that a signed NZLC Enrolment Form constitutes a contract between the student and NZLC. Therefore all Grievance & Complaint matters need to be directed in the first place to NZLC as per the above procedure.

NZLC Young Learner Pastoral Care

NZLC undertakes to comply with the accommodation provisions for Young Learners set out in Part 6 of the Ministry of Education Code of Practice for the Pastoral Care of International Students. The categories of accommodation that will be accepted by NZLC are;

- Living with a parent
- Living with a designated caregiver
- Living with a NZLC Host Family (or agent appointed host family which meets NZLC Homestay requirements for Young Learners).

Extra Caregiver NZLC will provide pastoral care for all Young Learner students. However, we may request that a Young Learner needs to have an Extra Caregiver. In this case, either the parent / legal guardian can appoint the Caregiver who NZLC will assess and approve or the parent / legal guardian may request that NZLC arrange this service, in which case there will be a weekly fee of NZ\$90 per week.

AUCKLAND LANGUAGE CENTRE (ALC)

Level 6, 21 Federal Street,
Auckland 1010, New Zealand.
PO Box 105035, Auckland 1143, New Zealand.
Phone +64-9-303 1962 Fax +64-9-307 9219
Email info@akldlang.co.nz

CHRISTCHURCH LANGUAGE CENTRE (CLC)

Level 7, DTZ House, 76 Cashel Street,
Christchurch 8011, New Zealand.
PO Box 3096, Christchurch 8140, New Zealand.
Phone +64-3-379 3950 Fax +64-3-379 3973
Email clc@learnenglish.co.nz

WELLINGTON LANGUAGE CENTRE (WLC)

Level 2, 101 – 103 Courtenay Place,
Wellington 6011, New Zealand.
PO Box 24475, Wellington 6142, New Zealand.
Phone +64-4-802 4620 Fax +64-4-802 4621
Email info@wellingtonlanguage.co.nz



www.LEARNENGLISH.co.nz

- REGISTERED BY THE NEW ZEALAND QUALIFICATIONS AUTHORITY
- MEMBERS OF ENGLISH NEW ZEALAND
- APPROVED AS A CELTA TEACHER TRAINING CENTRE AND A TKT CENTRE (Auckland Language Centre)