



LTS training and consulting

COURSE FEES AND DATES 2012

YEAR ROUND COURSES

Course Fees in Euros* (VAT exempt)

Individual Tuition (all levels; available any time)

- **Intensive** (35 contact hours per week) €2220 per week
- **Intensive Plus** (40 contact hours per week) €2680 per week
- **Flexible** (hours / days as you prefer, including weekends) **on request**

Combination Courses

- **Combination 1:** 50% individual tuition/ 50% group sessions €1860 per week
(available most weeks; min LTS level 3/ CEF level B2 required)
- **Combination 2:** 75% individual tuition/ 25% group sessions €2220 per week
(available most weeks; min LTS level 3/ CEF level B2 required)

Professional English (Group Course: LTS level 3 or CEF level B2 required)

6 - 17 February 2012	9 - 20 July 2012	Two week course: €2100
19 - 30 March 2012	30 July – 10 Aug 2012	One week course: €1110
11 - 22 June 2012	8 -19 Oct 2012	

Effective International Communication (LTS level 3+/4 or CEF level B2+/C1 required)

13 - 17 February 2012	16 - 20 July 2012	One week course: €1110
26 - 30 March 2012	6 -10 Aug 2012	
18 - 22 June 2012	15 -19 Oct 2012	

Effective International Meetings (LTS level 3+/4 or CEF level B2+/C1 required)

13 - 15 February 2012	16 - 18 July 2012	Three day course: €750
26 - 28 March 2012	6 - 8 Aug 2012	
18 - 20 June 2012	15 -17 Oct 2012	

Effective Presentations (LTS level 3+/4 or CEF level B2+/C1 required)

16 - 17 February 2012	19 - 20 July 2012	Two day course: €500
29 - 30 March 2012	9 -10 Aug 2012	
21 - 22 June 2012	18 -19 Oct 2012	

COURSES ON REQUEST

- Closed group courses for companies and organisations, e.g. doctors, politicians, bankers
- Individual tuition and Combination courses on English for specialist subjects such as:
Human Resources, Finance and Accounting, Marketing, Production, Engineering,
Insurance and Reinsurance, Retail business, Pharmaceuticals, and many more
- Business Communication Skills courses • Intercultural Communication courses

*Booking fee for all courses	€75
Host family accommodation (incl. breakfast and dinner)	€350 per week
Hotel or B&B accommodation (incl. breakfast)	€75 - €150 per night

COURSE DESCRIPTIONS

YEAR ROUND COURSES

With the exception of Individual Tuition Intensive, all courses are 6 hours per day plus an additional 2 to 3 hours of contact with trainers at lunches, coffee breaks and social events. (Note that an hour is 60 minutes)

Individual Tuition (All levels)

Individual Tuition courses are designed for people with specific needs, and those who prefer to work on a one-to-one basis. Individual Tuition offers complete flexibility in content, language levels and dates. Each course is tailored to the precise needs of the participant. There are two versions

- **Intensive** (5 hours per day, recommended for people with a lower level)
- **Intensive Plus** (6 hours per day, recommended for people with an intermediate level or higher)

Combination Courses (LTS level 3 or CEF level B2)

Combination courses provide the opportunity to combine one-to-one training to focus on individual needs with practice in small group sessions for meetings, negotiations, social interaction or telephone/conference calls.

- **Combination 1** courses (50:50) consist of 15 hours of individual tuition and 15 hours of group work.
- **Combination 2** courses (75:25) consist of 22.5 hours of individual tuition and 7.5 hours of group work.

Course length for both versions: 30 hours per week.

Professional English (max 4 participants: LTS level 3 or CEF level B2)

This group course is for people who need English in professional situations such as meetings, presentations, telephoning, conference calls and socialising. The course can be taken as a two-week block or in separate one-week modules. Course length: 30 hours per week.

Effective International Communication (max 4 participants: LTS level 3+/4 or CEF level B2+/C1)

This group course is at a higher level than *Professional English*. The focus is on improving communication skills for effective participation in international meetings, conference calls and presentations. The course develops accuracy, effective performance and intercultural understanding. Course length: 30 hours.

Effective International Meetings (max 4 participants: LTS level 3+/4 or CEF level B2+/C1)

This 3-day course aims to improve performance in international meetings, with a strong emphasis on intercultural aspects of communication. Can be combined with Individual Tuition. Course length: 3 days (18 hours)

Effective Presentations (max 4 participants: LTS level 3+/4 or CEF level B2+/C1)

This 2-day course aims to improve performance for presentations in English. The focus is on language, style and overall effectiveness. Can be combined with Individual Tuition. Course length: 2 days (12 hours)

COURSES ON REQUEST (for groups from one organisation)

Closed group courses (All levels)

These courses are designed specially for each client. Course content, dates and location are flexible.

Business Communication Skills courses (LTS levels 3+ to 4+/CEF levels mid B2 and above)

These courses cover topics such as International Meetings, Negotiating Internationally, Giving Presentations and Report Writing. Each course is adapted to the client's business area. Dates and location are flexible.

Intercultural Communication courses (LTS levels 3+ to 5/CEF levels mid B2 and above)

These courses are designed to improve awareness and skills for working effectively with partners from other countries, or for expatriates relocating to another country. Each course is tailored to the precise needs of the client, and usually lasts one or two days. Courses can be run worldwide and in different languages.

Please note:

Booking fee covers all course administration, refreshments during the course, training material, and full wireless internet access. The cost of lunches is not included.

If a group course is cancelled by LTS, we will upgrade you to a combination course or 5hrs per day individual tuition course at no extra cost. If a combination course is cancelled by LTS, we will upgrade you to a 5hrs or 6hrs per day individual tuition course at no extra cost. If you need to cancel a course, our cancellation policy is as follows:

Courses cancelled by Friday 5pm two weeks before the course incur no cancellation charge, by Friday 5pm one week before the course 50% cancellation charge, and less than 7 days before the course 100% cancellation charge.

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