



Dates and fees 2012

General English Standard 15 lessons per week

	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks	24 weeks
Morning 0900 - 1220	371	525	657	986	1272	1781	3358
Afternoon 1340 - 1700	315	446	559	838	1081	1514	2619

General English Standard Plus 20 lessons per week

	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks	24 weeks
Morning 0900 - 1325	455	630	789	1183	1526	2137	4030
Afternoon 1240 - 1700	410	580	726	1047	1297	1816	3143

UIC London Radio – The Communication Station 20 lessons per week

	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks	24 weeks
Morning 0900 - 1325	455	630	789	1183	1526	2137	4030
Afternoon 1240 - 1700	410	580	726	1047	1297	1816	3143

General English Intensive 30 lessons per week

	1 week	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks
0900 - 1700	345	652	922	1155	1733	2236	3130

General English Intensive Plus 20 lessons per week plus individual tuition

Group lesson will be from 0900 – 1325 and the individual tuition will be arranged at times between 0800 and 1800

	1 week	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks
20 Lessons + 3 individual lessons a week	378	731	1059	1323	1946	2544	3663
20 Lessons + 5 individual lessons a week	474	922	1345	1679	2455	3222	4681

Summer 2012 Supplementary Fees

Supplementary fees apply per week between July 2nd 2012 & 24th August

General English Standard	General English Standard Plus	General English Intensive
18	21	25

Academic Year Course 15 lessons General English per week

Please note if this course is booked it is possible to have up to 2 weeks holiday but these dates must be requested at the time of booking and cannot be changed later. No changes can be made to the course booked.

	Duration	Standard Morning Fees	Standard Afternoon Fees
General English 0900 - 1220 or 1340 - 1700. Also includes one IELTS Preparation course for 4 weeks to be taken during the course	36 weeks	4647	3473

One to one classes *

Tailor made English tuition. One teacher to one student. Study focus and time of lessons is flexible to suit the student

1 hour lesson	15 lessons	20 lessons	25 lessons	30 lessons
48	630	840	1050	1260

One to two / three / four *

Tailor made English tuition. Study focus and time of lessons is flexible to suit the students

One to Two	One to Three	One to Four
62 per hour	82 per hour	92 per hour

* The above classes can be delivered at your home or office at a premium of 15% + travel expenses of the teacher

Cambridge Examination Courses

15 hours exam preparation per week. Examination fee not included in the price. Examination fee £120 FCE £125 CAE

	Starting Dates	Duration	Fees
FCE only 1340 - 1700	3 Jan - 9 Mar 14 May - 20 July 6 Aug - 12 Oct	10 weeks	1590
CAE only 1340 - 1700	9 Jan - 16 Mar	10 weeks	1590
FCE & CAE 1340 - 1700	2 Apr - 8 Jun 24 Sept - 30 Nov	10 weeks 10 weeks	1590
FCE & CAE	9 July - 17 Aug	6 weeks (intensive)	1733

Academic IELTS Course

Examination fee not included in the price. Examination fee £135

	Starting Dates	Duration	Fees
IELTS Examination preparation 1340 - 1700	Every month	4 weeks	657
IELTS Examination preparation plus General English 0900 - 1700	Every month	4 weeks	1155

If you wish to take a Cambridge Examination or an IELTS examination please inform the school at the time of application

TOEIC Examination Course

Taught as one to one lessons only. Examination fee £120

1 hour lesson	15 lessons	20 lessons	25 lessons	30 lessons
48	630	840	1050	1260

University Foundation Course

Includes Student Handbook, Student Starter Pack, UCAS fees, University advice and support

	Dates	Duration	Fees
Monday 0900-1700 Tuesday Wednesday Thursday 0900-1550 Friday 0900-1220*	4 Jan 2012 - 22 June 2012	24 weeks + 2 weeks holiday	4452
Monday 0900-1700 Tuesday Wednesday Thursday 0900-1550 Friday 0900-1220*	17 Sept 2012 - 22 June 2013	36 weeks + 4 weeks holiday	6784

*one Friday every month is taught at St. Mary's University College

E-learning

Access to guided e-learning, e-library and online materials while in school, with a further 12 months access to UIC online materials after the course has finished is charged at 25 GBP

Books

Course books charged at 23 GBP General English / 25 GBP Examination Courses for every 12 weeks (15 hour course) and 46 GBP / 50 GBP for every 12 weeks (30 hour course)

If you arrive in the middle of a book term you may be required to buy more than one book in a 12 week period. The book terms for 2012 are:

Term 1 – 13 weeks – 3 Jan - 30 Mar • Term 2 – 13 weeks – 2 Apr - 29 Jun • Term 3 – 12 weeks – 2 Jul - 21 Sep • Term 4 – 13 weeks – 24 Sep - 21 Dec

Business English Standard 15 lessons per week

	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks	24 weeks
Afternoon 1340 - 1700	371	525	657	986	1272	1781	3358

Business English Standard Plus 20 lessons per week

15 lessons of Business English and 5 lessons of General skills

	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks	24 weeks
Afternoon 1240 - 1700	445	630	789	1183	1526	2137	4030

Business English Intensive 30 lessons per week

15 lessons of Business English and 15 lessons of General English

	1 week	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks
0900 - 1700	345	652	922	1155	1733	2236	3130

Business English Intensive Plus 20 lessons plus individual tuition

Group lesson will be from 1240 – 1700 and the individual tuition will be arranged at times between 0800 and 1800

	1 week	2 weeks	3 weeks	4 weeks	6 weeks	8 weeks	12 weeks
20 Lessons + 3 individual lessons a week	378	731	1059	1323	1946	2544	3663
20 Lessons + 5 individual lessons a week	474	922	1345	1679	2455	3222	4681

Summer 2012 Supplementary Fees

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Business English Standard	Business English Standard Plus	Business English Intensive
18	21	25

Work placements and Internships EU and EEA students only

Unpaid Work placements can be arranged, subject to visa status and type of position required at a cost of between £500 and £750

General Information

Accommodation Finding fee: £40

Accommodation is usually booked from Saturday to Saturday or Sunday to Sunday (7 nights).

Always indicate two choices of accommodation. We cannot guarantee your first choice of host family or residential accommodation, particularly in the summer time. If your first choice is unavailable, we will book the second choice.

Accommodation can be booked for a minimum of one week. Accommodation can be extended after arrival with one week's notice for host families or two weeks' notice for residential accommodation.

If you cancel your accommodation less than 15 days before you arrive or during your course, you will lose your accommodation

finding fee of £40 plus you will have to pay cancellation fees, which will vary according to the type of accommodation booked. Please note that some residences do not allow cancellation after arrival.

If you do not like your accommodation, we will change it with one week's notice provided there is a good reason and there is an alternative available.

Please let us know if you have any special requirements regarding diet, pets, smoking or allergies and we will do our best to match you with the right accommodation.

Before you leave your country, we will send you all the details of your accommodation and details of your airport transfer pick-up, if you have requested one. For travel information in London, please see www.tfl.gov.uk and www.streetmap.co.uk

If you have not ordered an airport transfer, you must contact your homestay to tell them when you will be arriving so that the host family are at home to welcome you.

Contact us if you would like advice on choosing accommodation.

For detailed information on host family accommodation and the different residential accommodation available please visit www.uiclondon.com.

These prices are correct at the time of going to print but may change as they are not determined by the school. Please check at the time of booking.

Homestay Accommodation 2012

	Description	Price per week
Standard Zones 3 - 4	Bed & Breakfast	135
	Half Board (bed, breakfast and dinner)	160
Superior Zones 2 - 3	Bed & Breakfast	185
	Half Board (bed, breakfast and dinner)	205
Executive	Bed & Breakfast	215
	Half Board (bed, breakfast and dinner)	235

Executive accommodation may be available with en-suite bathroom. Please advise us when booking if you want en-suite accommodation.

Twin room accommodation can only be booked for two friends sharing a room available on request.

Self-catering is available for the same price as half board for all host family accommodation.

Airport Transfers

	London Heathrow	London Gatwick / Stansted / Luton
Cost	90 one way - 140 return	110 one way - 210 return
One extra person	25 one way - 40 return	30 one way - 50 return

Residential Accommodation

All rooms are single, except where stated

Hostel Accommodation – All Year

Name	Type	Price per 7 nights	Facilities	Zone
International Students' House (excluding June, July & August)	Bed & Breakfast	245 – Single 210 – Twin	Restaurant, bar, gymnasium, theatre, internet café and shop, social programme	1. Great Portland Street or Regent's Park
International Students' House (excluding June, July & August)	Half Board	285 – Single 250 – Twin		
Beaumont Court Minimum stay 4 weeks	Self Catering	255 – Single	Rooms en-suite 7 people share kitchen facilities	1. Kings Cross
Britannia City Minimum stay 4 weeks	Self Catering	185 – Single	Rooms en-suite	2. Canada Water

Halls of Residence – Summer Only – June to September

Name	Type	Price per 7 nights	Facilities	Zone
International Students' House	Half Board	300 – Single 265 – Twin	Restaurant, bar, gymnasium, theatre, internet café and shop, social programme	1. Great Portland Street or Regent's Park
Don Gratton	Self Catering	225 – Single	Rooms en-suite 8 people share kitchen facilities	1. Aldgate East
University College London	Bed & Breakfast	300 – Single	En-suite single	1. Goodge Street
	Half Board	350 – Single		
University College London	Half Board	290 – Single	Shared facilities	
	Bed & Breakfast	240 – Single		

Student Houses – All Year

	Price per 7 nights		
	Self-catering and sharing facilities with other students. Monitored by the owner	Single room	195 per week
	Twin Room	165 per week	All Bills Included

Terms and Conditions

Age

All ages below refer to the age of the student on the first day of the course or the day accommodation is booked if this is earlier.

The minimum age for students is 16 (except on certain courses where it may be specified as 18). It is the responsibility of the student or their agent to inform UIC of the age of the student if the student is under 18. UIC reserves the right to teach an underage student separately and to charge additionally for this if accurate information is not given.

All students under 18 requiring accommodation must stay in Homestay accommodation. The only exception to this is where students under 18 have written permission from parents or legal guardians giving permission to stay in other accommodation

Timetable

The times of each lesson are clearly stated in the school brochure and on the school website.

Students can begin classes on any Monday and study for any duration, finishing on a Friday except when specific dates are given. The school is closed on Mondays which are public holidays in the UK and on these days courses begin on the Tuesday following the public holiday. Dates of public holidays are published in the school brochure and on the school website.

UIC reserves the right not to run an advertised course if there are fewer than 5 students enrolled for that course. Wherever possible an alternative course will be offered, if this is not possible a refund of fees paid will be made.

UIC reserves the right to refuse entry to an examination class, to a Business English class or to a Work Experience program if the level is not of the required standard. The required standard is published in the school brochure and on the school website.

In such cases an alternative course of equal value will be offered for the duration booked except in the case of Work Placements where it may be necessary for the student to purchase additional classes in order to reach the necessary level of English.

Course Fees

A Registration Fee of £40 is payable on enrolment and includes: welcome pack, student card, use of UIC facilities including internet access, membership of International Student House club, leaving certificate and academic reports.

Course Fees include: placement tests, tuition as advertised, use of self study facilities (at published times) progress assessments and tests, access to school social programme (additional charges may be made for some activities).

Course Fees do not include: examination fees if applicable, insurance, bank charges, student travel photocard, course books, accommodation and some social activities.

Course books are invoiced separately at rates advertised in the school brochure and on the school website. Students must have the appropriate course book to be able to study. The school will not provide photocopies of parts of course books and reserves the right to ask a student to leave a class if they do not have the appropriate course book.

E-learning is charge at 25 GBP. This gives students access to guided e-learning, library and online materials while in the school and for a further 12 months after the course have finished.

Students are responsible for their own study materials such as pens and notebooks and for having adequate funds for living expenses and transport.

Public and School holidays

UIC is closed on the following public holidays 2012

2012: 2 January, 6 April, 9 April, 7 May, 4 June, 5 June, 27 August, 25 December, 26 December

In addition UIC is closed from 21 December 2012 to 2 January 2013.

There is no reduction in course fees when a course includes a public holiday.

One-to-one lessons will be rearranged if they are scheduled to take place on a public holiday.

For courses booked which start before, and finish after the Christmas holidays, the finishing date will be extended to take account of the period of closure.

Student Holidays

Students on courses of 12 weeks or more may take 1 week's holiday for every 12 weeks study, up to a maximum of 4 weeks and the course will be extended accordingly. This holiday is in addition to any Christmas holiday when the school is closed.

Summer

During the summer period (usually July and August) UIC may use additional facilities and extra classrooms in a summer centre. Facilities will be of a similar standard to those in the main school and all UIC facilities including welfare and information services will be available for use.

Attendance

Students are expected to attend regularly and punctually and to behave in an appropriate manner. UIC reserves the right to dismiss a student for improper behaviour and in these circumstances no refund or credit will be given. UIC will not refund fees for students who start their booked courses late, finish early or miss lessons.

UIC has a sponsor licence from UKBA, and has responsibilities with this licence. Attendance for students from non EEA countries may change from time to time depending on regulations from the UKBA. In principle you are expected to attend 100% of the time unless agreed in advance with UIC. Being awarded a certificate at the end of your course depends on satisfactory attendance. The current position on attendance can be found on our website under FAQs.

Visas

You are only allowed to study at UIC if you have the correct visa. For accurate and up to date information on this please refer to the FAQs on our website which will be updated regularly. UIC is not responsible for any errors in the visas issued by the UKBA.

You are required to show your passport or official id when you register at the school on the first day. We have to take a copy of your passport or id and a copy of any visas in your passport and make sure that you have the right permission to study in the UK. If you do not give us a copy of these documents you will not be allowed to study.

If you have any questions about visas please contact us.

Booking Changes and Cancellations

Before arrival

We require a minimum of one week's notice for any changes to a course booking. One change can be made free of charge, however every additional change will be charged at £30.

If you cancel your course more than 7 days before your course begins we will refund tuition fees, minus the non-refundable deposit (£120). Alternatively, the deposit may be used towards a future course commencing within 12 months of the original start date.

If a visa application is refused and a course cancelled as a result, we will refund fees excluding a £50 administration charge. For a refund of fees in cases where a visa has been refused, a signed visa refusal letter from the British Embassy or consulate must be provided and original copies of letters returned to the school.

Course start dates may be delayed to allow for visa re-applications but UIC must be informed in writing before the planned starting date. If a student does not inform UIC in advance that they will not be arriving the deposit or any fees paid will be forfeit and no refund made.

If you have already entered the UK and have obtained a student visa, there is no refund available. If you have obtained a visa through submitting documents provided by UIC and you do not attend classes at UIC the Home Office in the UK will be informed that you are not following a course of study at UIC.

If a course is cancelled by UIC we will refund payment in full.

After arrival

Once your course has started, no refund of fees is available. If a course is cancelled or curtailed by United International College, tuition fees will be calculated up until that date and in certain circumstances and at the discretion of the Principal credit tuition may be given for fees remaining. No cash refunds are given. We strongly recommend that you take out student insurance to cover you in case you have to shorten your course. The school cannot arrange insurance but we can introduce you to specialist insurance companies.

If you wish to make any changes to your course after arrival, an administrative charge of £35 will be payable.

Accommodation Changes and Cancellations

Before arrival

If you cancel or change your accommodation booking at least 2 weeks before you are due to arrive, we will refund all payments received except for the £40 Accommodation Finding Fee which is non-refundable.

If you cancel your accommodation less than 15 days before arrival you will be charged the Accommodation Finding Fee (£40) plus the £200 non-refundable deposit.

Please note that for students requiring a visa, no accommodation will be booked until we receive notification that the visa application has been successful. UIC accepts no responsibility if the requested accommodation is not available at that time but will endeavour to find a suitable alternative. If a student insists on a firm accommodation booking before a visa application is made and that application turns out to be unsuccessful then cancellation fees will apply.

If we have arranged your accommodation and you wish to delay your arrival, a second accommodation Finding Fee (£40) may be charged. In this case we must receive sufficient notice (2 weeks) to cancel the accommodation. If this does not happen you may have to pay for this period before you arrive.

In some cases there are no cancellation arrangements possible. If the school is asked to arrange accommodation in a hostel or hotel with no cancellation policy the student or their agent will be notified in advance and before any booking is made.

Please note that UIC can accept no responsibility for the availability of requested accommodation.

After arrival

If you cancel your accommodation less than 15 days before you arrive or during your course, you will lose your accommodation finding fee of £40 plus you will have to pay cancellation fees, which will vary according to the type of accommodation booked. Please note that some residences do not allow cancellation after arrival.

Airport Transfers

UIC will provide airport transfers to meet students at airports or rail stations if this is requested and provided we have information of flight or train arrivals. We will wait for the student at the airport for a maximum of 2 hours after the plane has landed and this is included in the fee. Any additional waiting time (however caused unless the direct responsibility of UIC) will be charged to the student at £10 for each hour or part of an hour.

If UIC is not able to provide Accommodation or Airport Transfers as requested, we will refund any payment made in full.

Insurance

UIC strongly recommends that you arrange full insurance for health, possessions, travel and cancellation or curtailment of your course. UIC cannot arrange insurance but we can introduce you to specialist insurance companies.

In these terms and conditions UIC (or 'the school') is United international College, the trading name of Languages in London Ltd and UIC Foreign Languages Ltd.

By applying for a course at UIC you agree to these terms and conditions. If you do not understand anything or would like to see these terms and conditions in a different language please contact us.



Visit us at:

www.uiclondon.com

www.uiclondonradio.com • www.uiclanguages.com • www.uicvacationcourses.com • www.uicteachers.com

All information is correct at the time of going to print. Always check our website for current information and prices.

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