

# Combination English for International Banking & Finance

A combination of one to one and Mini Group classes for employees in the banking and financial sectors.  
30 hours tuition per week



## Course Outline

This course is aimed at clients actively involved in the world of Banking & Finance and who already have an intermediate or higher level of English. Our objective is to give you language training which will strengthen your existing skills and help you to use English in your day-to-day business life with increasing confidence. One of the great advantages of a course like this is that your teacher will plan your programme suit your specific needs.

English for International Banking & Finance can take place over 1 or 2 weeks and there are start dates on almost every Monday throughout the year. The course structure is similar to Combination Business English (3 hours 1-1 tuition in the mornings and 3 hours each afternoon in small, homogeneous classes of not more than four persons).

## Timetable

**Mornings 08.40 to 12.00:** 3 hours of private tuition with a teacher who is experienced in teaching English for International Banking and Finance. As this is a private session you can focus on the vocabulary, grammar and topics appropriate to your work. For example, the banking and finance topics which can be studied could include:

- Types of banks and their functions
- Banking products
- Financial news
- Foreign exchange
- Investment vehicles
- Company finance
- Key accounting vocabulary
- International trade and commerce

**Afternoons 13.20 to 16.40:** 3 hours daily in a class of maximum 4 persons (according to level). The afternoon sessions will be aimed at communicative language in the work place on a four week revolving programme (available on request). Topics will be selected from the following:

- Meetings and Negotiations - simulated business meetings or meetings on a topic of interest to all.
- Discussions - to expand your grammar and vocabulary in communicative situations.
- Presentations - both giving and listening to. Participants make a presentation which is frequently work-related to enable you to use vocabulary applicable to your work. These presentations are followed by a question and answer session with the rest of the class.

Level: **Intermediate to Early Advanced B2 to C2**  
Course Length: **1 - 2 weeks**  
Minimum Age: **23 (mostly 30 to 55)**  
Number of Lessons: **30 hours per week**  
Class Size: **1 in the morning & 4 in the afternoon**

FACT FILE

- Telephoning - practice in telephone language techniques and role play.
- Social Language - the development of social skills in English. For example, the language of introductions, eating out and polite phrases.

**Optional Lunches with a teacher** are also available each weekday in a small group with other Business clients.

**Social Programme:** Two evenings of social activities are included each week and there is an optional programme available at weekends which you may join if you wish.

**You will receive a Progress Report, Certificate and recommendations for future study.**