

Dates and Fees 2016

Professional English and Communication Training Teacher Training



MINI-GROUP TRAINING

2-6 participants per group. 15/25 full hours (60 minutes per hour) per week.

Courses start every Monday.

| BUSINESS COMMUNICATION | | FLUENT ENGLISH | |
|------------------------|-------------------------------|----------------|-------------------------------|
| Hours Per Week | Price Per Person Per Week (€) | Hours Per Week | Price Per Person Per Week (€) |
| 15 hours | 460 | 15 hours | 400 |
| 25 hours | 750 | 25 hours | 650 |

COMBINATION TRAINING

Courses combining Mini-Group and Individual (One-to-One) training. 20/25/30 full hours (60 minutes per hour) per week.

Courses start every Monday.

| BUSINESS COMMUNICATION | | FLUENT ENGLISH | |
|--------------------------------------|-------------------------------|--------------------------------------|-------------------------------|
| Hours Per Week | Price Per Person Per Week (€) | Hours Per Week | Price Per Person Per Week (€) |
| 15 hours Group + 5 hours One-to-One | 760 | 15 hours Group + 5 hours One-to-One | 700 |
| 15 hours Group + 10 hours One-to-One | 1050 | 15 hours Group + 10 hours One-to-One | 900 |
| 15 hours Group+ 15 hours One-to-One | 1300 | 15 hours Group+ 15 hours One-to-One | 1150 |

INDIVIDUAL TRAINING

Flexible hours – Full hours (60 minutes per hour) per week.

Courses start every Monday.

| ONE-TO-ONE TRAINING | | TWO-TO-ONE (2:1) TRAINING | |
|---------------------|-------------------------------|---------------------------|-------------------------------|
| Hours Per Week | Price Per Person Per Week (€) | Hours Per Week | Price Per Person Per Week (€) |
| 15 hours | 930 | 15 hours | 600 |
| 20 hours | 1240 | 20 hours | 800 |
| 30 Hours | 1800 | 30 hours | 1200 |

Registration Fee € 50

ESP and Specialised Courses

LEGAL ENGLISH

| Course | Hours Per Week | Price Per Person Per Week (€) | Dates |
|-----------------------------------|----------------|-------------------------------|---|
| INTERNATIONAL LEGAL COMMUNICATION | 25 hours | 1050 | Every Monday Mini Group Training (Professional Communication) + 1:1 training Legal English |
| | 30 hours | 1300 | |
| SPECIALIST LEGAL ENGLISH | 30 hours | 1200 | On request |

HUMAN RESOURCES ENGLISH

| Course | Hours Per Week | Price Per Person Per Week (€) | Dates |
|---|----------------|-------------------------------|--|
| PROFESSIONAL COMMUNICATION + HR ENGLISH | 25 hours | 1050 | Every Monday Mini Group Training (Professional Communication) + 1:1 training HR English |
| | 30 hours | 1300 | |

INTERCULTURAL AND COMMUNICATION SKILLS

| Course | Hours Per Week | Price Per Person Per Week (€) | Dates |
|--------------------------------------|----------------|-------------------------------|--|
| INTERCULTURAL + COMMUNICATION SKILLS | 25 hours | 450 | 07–11 March 2016 20–24 June 2016 14–18 November 2016 |

ENERGY ENGLISH

| Course | Hours Per Week | Price Per Person Per Week (€) | Dates |
|---|----------------|-------------------------------|--|
| PROFESSIONAL COMMUNICATION + ENERGY ENGLISH | 25 hours | 1050 | Every Monday Mini Group Training (Professional Communication) + 1:1 training English for the Energy Industry |
| | 30 hours | 1300 | |

ENGLISH FOR BANKING AND FINANCE

| Course | Hours Per Week | Price Per Person Per Week (€) | Dates |
|--|----------------|-------------------------------|---|
| PROFESSIONAL COMMUNICATION + ENGLISH FOR BANKING AND FINANCE | 25 hours | 1050 | Every Monday Mini Group Training (Professional Communication) + 1:1 training on English for Banking and Finance |
| | 30 hours | 1300 | |

ENGLISH FOR PURCHASING

| Course | Hours Per Week | Price Per Person Per Week (€) | Dates |
|--|----------------|-------------------------------|---|
| PROFESSIONAL COMMUNICATION + ENGLISH FOR PROFESSIONALS IN PURCHASING | 25 hours | 1050 | Every Monday Mini Group Training (Professional Communication) + 1:1 training on English for Professionals in Purchasing |
| | 30 hours | 1300 | |

ENGLISH FOR AVIATION

| Course | Hours Per Week | Price Per Person Per Week (€) | Dates |
|----------------------------|----------------|-------------------------------|---|
| ENGLISH FOR AVIATION | 25 hours | 900 | Every Monday Mini Group Training (Fluent English) + 1:1 training on Aviation English ICAO |
| | 30 hours | 1150 | |
| TECHNICAL AVIATION ENGLISH | 25 hours | 600 | On request |
| ENGLISH FOR CABIN CREW | 25 hours | 750 | On request |

Teacher Training and CPD

LANGUAGE TEACHING METHODOLOGY COURSES

| Course | Hours | Price Per Person (€) Course + Programme Fee | Dates 2016 |
|--|--------------------|---|--|
| “LANGUAGE LEARNING FUN & GAMES” – METHODOLOGY FOR PRIMARY SCHOOL | 21 hours / 1 week | 450 | 18–22 January 2016 01–05 February 2016 15–19 February 2016 29 February–04 March 2016 28 March–01 April 2016 18–22 April 2016 02–06 May 2016 23–27 May 2016 13–17 June 2016 04–08 July 2016 01–05 August 2016 22–26 August 2016 10–14 October 2016 17–21 October 2016 24–28 October 2016 31 October–04 November 2016 |
| “THE PLAYGROUND CLASSROOM” – LANGUAGE TEACHING METHODOLOGY FOR PRIMARY SCHOOL | 42 hours / 2 weeks | 800 | 21 March–01 April 2016 04–15 July 2016 01–12 August 2016 17–28 October 2016 |
| “SPICE UP YOUR TEACHING IDEAS” – METHODOLOGY IN PRACTICE TODAY | 21 hours / 1 week | 450 | 18–22 January 2016 01–05 February 2016 15–19 February 2016 29 February–04 March 2016 28 March–01 April 2016 18–22 April 2016 02–06 May 2016 23–27 May 2016 13–17 June 2016 04–08 July 2016 01–05 August 2016 22–26 August 2016 10–14 October 2016 17–21 October 2016 24–28 October 2016 31 October–04 November 2016 |
| METHODOLOGY REVISITED, REVITALISED & RE-ENERGISED | 42 hours / 2 weeks | 800 | 21 March–01 April 2016 04–15 July 2016 01–12 August 2016 17–28 October 2016 |

Teacher Training and CPD

ICT SKILLS AND TECHNOLOGY ENHANCED LEARNING COURSES

| Course | Hours | Price Per Person (€) Course + Programme Fee | Dates |
|--|--------------------|---|---|
| "EMPOWERMENT IN ICT SKILLS" – MAKING USE OF TECHNOLOGY SKILLS | 21 hours / 1 week | 450 | 25–29 January 2016 01–05 February 2016 15–19 February 2016 29 February–04 March 2016 18–22 April 2016 28 March–01 April 2016 16–20 May 2016 20–24 June 2016 11–15 July 2016 18–22 July 2016 08–12 August 2016 22–26 August 2016 31 October–04 November 2016 |
| TEL – TECHNOLOGY ENHANCED LEARNING | 42 hours / 2 weeks | 800 | 21 March–01 April 2016 11–22 July 2016 08–19 August 2016 |

CLIL – CONTENT AND LANGUAGE INTEGRATED LEARNING

| Course | Hours | Price Per Person (€) Course + Programme Fee | Dates |
|--|--------------------|---|---|
| CLIL – PRACTICAL METHODOLOGY FOR TEACHERS WORKING WITH CLIL | 21 hours / 1 week | 450 | 15–19 February 2016 04–08 April 2016 18–22 April 2016 18–22 July 2016 08–12 August 2016 17–21 October 2016 |
| CLIL – TECHNOLOGY & ICT TOOLS FOR TEACHERS WORKING WITH CLIL | 21 hours / 1 week | 450 | 22–26 February 2016 04–08 April 2016 25–29 April 2016 25–29 July 2016 24–28 October 2016 |
| CLIL – METHODOLOGY & ICT TOOLS FOR TEACHERS WORKING WITH CLIL | 42 hours / 2 weeks | 800 | 15–26 February 2016 18–29 April 2016 18–29 July 2016 17–28 October 2016 |

TEACHING BUSINESS ENGLISH

| Course | Hours Per Week | Price Per Person Per Week (€) | Dates |
|--------------------------------------|--------------------|----------------------------------|--------------------|
| TEACHING BUSINESS ENGLISH | 42 hours / 2 weeks | 800 | 17–28 October 2016 |

Teacher Training and CPD

PROFESSIONAL DEVELOPMENT PROGRAMMES/LANGUAGE TRAINING

| Course | Hours | Price Per Person (€) Course + Programme Fee | Dates |
|--|--------------------|---|--|
| FLUENCY & ENGLISH LANGUAGE DEVELOPMENT FOR TEACHERS | 21 hours / 1 week | 450 | 25-29 January 2016 15-19 February 2016 22-26 February 2016 29 February-04 March 2016 28 March-01 April 2016 04-08 April 2016 18-22 April 2016 02-06 May 2016 16-20 May 2016 23-27 May 2016 20-24 June 2016 04-08 July 2016 11-15 July 2016 18-22 July 2016 25-29 July 2016 01-05 August 2016 22-26 August 2016 10-14 October 2016 24-28 October 2016 |
| | 42 hours / 2 weeks | 800 | 21 March-01 April 2016 04-15 July 2016 18-29 July 2016 01-12 August 2016 16-26 August 2016 |
| PROFESSIONAL COMMUNICATION SKILLS IN ENGLISH | 20 hours / 1 week | 450 | 25-29 January 2016 01-05 February 2016 29 February-04 March 2016 18-22 April 2016 02-06 May 2016 16-20 May 2016 27 June-01 July 2016 11-15 July 2016 01-05 August 2016 29 August-02 Sep.2016 10-14 October 2016 31 October-04 November 2016 21-25 November 2016 28 November-02 December 2016 |
| INTERCULTURAL + COMMUNICATION SKILLS | 21 hours / 1 week | 450 | 07-11 March 2016 20-24 June 2016 14-18 November 2016 |

HOMESTAY HALF BOARD

| Type | Season | Single Room Price Per Person Per Week (€) |
|---|-----------|--|
| HOMESTAY (SUPERIOR) (PRIVATE ROOM / SHARED BATHROOM) HALF BOARD | LOW / MID | 250 HB |
| | HIGH | 300 HB |
| HOMESTAY (EXECUTIVE) (PRIVATE ROOM / PRIVATE BATHROOM) HALF BOARD (INCLUDING WI-FI) | LOW / MID | 350 HB |
| | HIGH | 390 HB |

IN-HOUSE RESIDENCE BED AND BREAKFAST

| Type | Season | Twin Room Sharing Price Per Person Per Week (€) | Single Room Price Per Person Per Week (€) |
|---|-----------|--|--|
| TWIN ROOM BED & BREAKFAST (INCLUDING WI-FI) | LOW / MID | 240 | 380 |
| | HIGH | 270 | 420 |

WHITEHOUSE IN-HOUSE RESIDENCE (ECONOMY) BED AND BREAKFAST

| Type | Season | Twin Room Sharing Price Per Person Per Week (€) | Single Room Price Per Person Per Week (€) |
|---|-----------|--|--|
| TWIN ROOM BED & BREAKFAST (INCLUDING WI-FI) | LOW / MID | 200 | 320 |
| | HIGH | 225 | 345 |

RESIDENCE – SELF-CATERING APARTMENT

| Type | Season | Twin Room Sharing Price Per Person Per Week (€) | Single Room Price Per Person Per Week (€) |
|--|-----------|--|--|
| RESIDENCE SELF-CATERING APARTMENTS SHARING APARTMENT (INCLUDING WI-FI) | LOW / MID | 220 | 330 |
| | HIGH | 250 | 350 |

Accommodation

4 STAR HOTEL / ST JULIAN’S

| Type | Season | Twin Room Sharing Price PerPerson Per Week (€) | Single Room Price PerPerson Per Week (€) |
|---|--------|---|---|
| STANDARD ROOM BED & BREAKFAST (INCLUDING WI-FI) IN A 4-STAR HOTEL WITHIN 5-MINUTE WALKING DISTANCE TO ETI | LOW | 255 | 455 |
| | MID | 450 | 790 |
| Contact ETI at training@etimalta.com for the room rate at time of registration. Other hotel options are available | HIGH | 535 | 960 |

Seasons

| Dates | |
|-------|--|
| LOW | 12 January–31 March 2016 01 November–31 December 2016 |
| MID | 01 April–11 June 2016 01–31 October 2016 |
| HIGH | 12 June–30 September 2016 |

Other Services

| Type | Fee (€) |
|--|---------|
| AIRPORT TRANSFERS – TAXI (INCLUDES BOTH ARRIVAL AND DEPARTURE) | 45 |
| LUNCHES AT SPEAKEASY CAFÉ MONDAY-FRIDAY | 45 |
| INSURANCE | 18 |

LUNCHES

Lunches are booked from Monday to Friday at the Speakeasy Café within the same ESE Building. The price includes a selection of: either a warm or cold meal, a drink and coffee/tea.

SOCIAL PROGRAMME / GOLF

A social programme including weekly cultural guided tours will be confirmed every Monday. Any requests for Golf or any other sports activities should be sent to training@etimalta.com at least one week before arrival. Participation is optional.

PUBLIC HOLIDAYS IN MALTA FALLING ON WEEKDAYS – 2016

ETI will be closed on these public holidays. The schedule for the week including a public holiday will be adjusted to make up the lost training hours (not necessarily in full) due to the public holiday.

| | | |
|-------------------------|------------------------|--------------------------|
| Friday 1st January | Tuesday 7th June | Wednesday 21st September |
| Wednesday 10th February | Wednesday 29th June | Thursday 8th December |
| Friday 25th March | Monday 15th August | Tuesday 13th December |
| Thursday 31st March | Thursday 8th September | |

TRAVEL INSURANCE

ETI recommends all trainees to arrange for adequate travel insurance, which should include coverage for medical and repatriation costs in case of any accidents or sickness. ETI provides an insurance cover which provides financial protection and medical assistance for trainees at ETI during their stay in Malta. The €18 premium covers a 2 week stay, and an €8 per additional week thereafter.

LIDO BEACH CLUB

All ETI Malta packages include free entrance to the ETI Malta Lido (applies in high season) from Monday to Friday. On weekends and on public holidays, the ETI Group Lido is only available against payment at a discounted entrance fee. Other restrictions apply.

ACCOMMODATION DEPOSIT – RESIDENCES

Each resident staying at the Inhouse Residence, Whitehouse Residence or Self Catering Residence shall pay a 100 Euros (in cash note/s) deposit on arrival at the Residence. This deposit is refundable on departure but may be retained in part or in full to cover any damage caused by the resident to furnishings and fittings. The Residence management cannot accept credit cards for the purpose of covering this deposit.

Terms and Conditions

REGISTRATION

The ETI Registration Form should be submitted directly online (at www.etimalta.com) or by email to your contact at ETI at training@etimalta.com or by fax on +356 2137 3725. Registration Forms will be duly acknowledged and confirmed by ETI. Any flight tickets purchased through ETI must be paid in full immediately upon confirmation of flight prices and flight itineraries.

REDUCTION OF LESSONS

If only one participant is enrolled on a mini-group course at one particular level, the number of lessons/hours will be reduced.

CANCELLATION FEES

Cancellation of bookings must be received in writing and are subject to a cancellation fee as follows:

- Between 1 and 2 weeks before arrival:
1 week's tuition + registration fee + hotel accommodation cancellation fee, if applicable.
- Less than 1 week before arrival or after commencement of a course:
no refund will be given and fees are not transferable.

Any refund shall be paid to the person who paid for the booking and in the same manner as the booking was paid for.

PAYMENT OF FEES

Once the registration form is received, a Confirmation of Acceptance letter is issued within 24 hours during normal working days or within 72 hours on weekends and public holidays. Places are guaranteed on the course on receipt of the €50 Registration Fee. Any unpaid balance should be paid by not later than two weeks before the start date of the course. Payments should be made in Euro € or another currency which will be converted to Euro € at the rate of exchange on the date received.

| Payments should be made to the ETI bank account: | |
|--|--|
| Beneficiary | Executive Training Institute Ltd. |
| Account No. | 002-115178-001 |
| IBAN | MT90 MMEB 4402 6000 0000 0211 5178 001 |
| Bank Name | HSBC Bank Malta plc |
| Bank Address | 233, Republic Street, Valletta, MALTA VLT 1116 |
| Swift Code | MMEBMTMT |

It is recommended to email (at training@etimalta.com) or fax (on +356 21373725) a copy of the bank confirmation or proof of payment to ETI. All bank charges for payment by Bank Transfer are to be paid by the client. ETI reserves the right not to accept any individual for tuition if full payment of course fees has not been received by ETI within the stipulated time.

Terms and Conditions

TEACHER TRAINING COURSES

Course and Programme Fees for Teacher Training Courses include:

- Registration Fees
- Programme Fee including social programme / 1 cultural guided tour per week and airport transfers (shared)

PAYMENT/CANCELLATION FEES – TEACHER TRAINING COURSES

A deposit on the total fee will be required upon confirmation to confirm a place on the course booked.

The deposit is refunded if the cancellation is made before 4 weeks from course starting date. No refund for cancellation made within 7 days before start of course. Places are on a first-come, first-served basis.

Full payment is due 4 weeks before start of the course.

A cancellation fee applies only if cancellation is made 1–4 weeks before start of the course.

A cancellation charge amounting to the cost of a 3-night stay will apply should the client decide to change their accommodation during their stay or after their arrival in Malta. Any changes to accommodation can be applied up to 3 weeks prior to arrival in Malta.

General Terms

COMPLAINTS

We value all feedback on our service from our clients. We strive to maintain the highest possible levels of standards in all departments at ETI. Any complaints or any reservations should be made in writing to ETI Malta during the duration of the course by using the programme review forms or any form. These are to be submitted in the feedback box or handed directly to the ETI management. ETI cannot be held responsible for any complaint received after the client's departure.

ACCOMMODATION FEES

Fees enclosed are valid until December 2016 and may be subject to changes where Government taxes may apply over the period. Hotel rates are indicative. Hotel rates for particular periods will be quoted and confirmed by ETI on the date of registration.

FORCE MAJEURE

ETI Malta will not be responsible for any failure to comply with any obligation and will not be liable for payment of compensation if the failure is occasioned by any cause beyond ETI Malta's reasonable control. ETI Malta shall not be responsible for any costs incurred by or on behalf of any individual caused by force majeure. Such cause may include, but is not limited to, losses, damage, cancellations or delays, strike action, civil strife or terrorist activity, war, natural or nuclear disaster and unusually adverse weather conditions.

LIABILITY

The Directors, management and staff of ETI Malta will not be liable for personal accident and/or the theft, loss or damage of personal property belonging to clients. Whilst ETI Malta will try to provide assistance to its clients at all times, the Directors, management and staff of ETI Malta will not be liable for decisions taken by the local authorities. This also includes any procedures and decisions regarding entry visas or visa extensions.

GENERAL CONDITIONS

ETI Malta reserves the right to be fully reimbursed for any medical or related costs it may incur on behalf of any participant who requires urgent medical attention in Malta and to immediately repatriate, at the individual's expense, any individuals who suffer from a serious medical or psychological condition which was not disclosed in this registration form.

ETI Malta reserves the right to change training session times at its discretion and may use rooms in alternative premises of a similar standard. When enrolling with ETI Malta, the applicant consents to and authorises ETI Malta to process any personal data in accordance with the Data Protection Act of Malta and to transfer / disclose such data to other companies as deemed necessary for the successful provision of the services enrolled for and any purpose associated thereto.

Dates and Fees 2016



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Member of

CLARET
GROUP
learn • grow • achieve



 Quality
English