

# COURSE BROCHURE

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GENERAL ENGLISH



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### ABOUT THIS BROCHURE

This brochure provides all the information you need to know about enrolling in the General English course.

## COURSE DETAILS

|                           |                 |
|---------------------------|-----------------|
| <b>PROVIDER NAME</b>      | Capital College |
| <b>CRICOS CODE</b>        | 03537J          |
| <b>CRICOS COURSE CODE</b> | 116938H         |



|                           |  |
|---------------------------|--|
| <b>LOCATION OF COURSE</b> | Level 2, 17 University Avenue,<br>CANBERRA ACT 2601  |
| <b>DELIVERY MODE</b>      | Face-to-face   |
| <b>DURATION</b>           | 60 weeks total for all 6 levels, with 10-week terms per level and 3 weeks break between each level.<br>The number of weeks that you will complete will depend on your English language level as tested through a placement test. |
| <b>STUDY LOAD</b>         | 20 hours per week.   |



## OVERVIEW OF COURSE

The General English course is designed to prepare students for conversation, everyday situations and daily interactions that take place when travelling or living in an English-speaking country. Students learn and practice the four macro-skills of listening, reading, writing and speaking in an interactive environment. Levels of difficulty increase over the duration of the course to assist students to develop their skills and to be more confident and fluent in English.

A summary description of the outcomes for each level is provided below:

|                                 |   |
|---------------------------------|---|
| <b>STARTER<br/>(LEVEL 1)</b>    | <p>Successful completion of this level will help you to:</p> <ul style="list-style-type: none"> <li>• understand and use familiar everyday expressions and basic phrases</li> <li>• introduce yourself and others</li> <li>• ask and answer questions about personal details</li> <li>• conduct simple interactions with others.</li> </ul> |
| <b>ELEMENTARY<br/>(LEVEL 2)</b> | <p>Successful completion of this level will help you to:</p> <ul style="list-style-type: none"> <li>• understand and use sentences</li> <li>• use common expressions</li> <li>• communicate in situations requiring a simple and direct exchange of information on familiar and routine matters.</li> </ul>                                 |

### PRE- INTERMEDIATE (LEVEL 3)

Successful completion of this level will help you to:

- understand key points work, school, leisure and other familiar situations
- write simple texts
- talk about yourself, opinions and plans.

### INTERMEDIATE (LEVEL 4)

Successful completion of this level will help you to:

- understand the main ideas of complex texts
- interact easily with others
- produce clear, detailed text.

### UPPER INTERMEDIATE (LEVEL 5)

Successful completion of this level will help you to:

- understand demanding, longer texts
- recognise meaning
- express yourself fluently
- produce clear, well-structured and detailed text.

### ADVANCED (LEVEL 6)

Successful completion of this level will help you to:

- understand with ease virtually everything heard or said
- summarise information from different spoken and written sources
- express yourself spontaneously, fluently and precisely.

## WHO SHOULD APPLY FOR THIS COURSE AND WHY?

This course is designed for international students wishing to improve their English skills.

## WHAT CAN I EXPECT?

This course is delivered face-to-face in a classroom-based setting. The course is structured into 6 levels (Starter, Elementary, Pre-intermediate, Intermediate, Upper Intermediate and Advanced). Each of the levels has a duration of 10 weeks (the study period) and the course in total is 60 weeks. The timetable for this course will be advised in your Offer Letter and Student Agreement.

## TEACHING AND ASSESSMENT INFORMATION

The General English course is made up of 60 units of study, each of which is delivered over 10 weeks. Face to face classroom only. You are required to attend classes for 20 hours per week for the number of weeks that you enrolled into. This will depend on your English language level as tested through a placement test. In addition to classroom-based learning, you will also need to complete approximately 5 hours of additional, unsupervised study per week.

You will also need to complete assessments for this course which may include:

- written questions
- assignments
- presentations
- role plays
- research
- reports.

At the beginning of each unit, your teacher will outline the assessment tasks that must be completed.

## **COURSE PROGRESS AND ATTENDANCE**

Satisfactory course progress and attendance is very important to meet visa requirements. Please read the International Student Handbook carefully for more information. You will also be provided with further information about course progress and attendance requirements at your orientation.

## **STUDENT SUPPORT**

We offer the following in relation to support and welfare:

- one-to-one support from the trainer/assessor
- support with personal issues
- access to additional learning resources
- social events
- a buddy program
- counselling services
- information about external sources of support.

We will identify any additional support needs you may have at the time of application and enrolment and may prepare a Student Support Plan for you based on those needs.

## **RESOURCE REQUIREMENTS**

You are required to bring your own laptop with Office 365 (or similar program) to all classes. These costs are not included in your course fees.

## WHAT ARE THE ENTRY REQUIREMENTS?

Capital College has the following entry requirements:

You must:

- be at least 18 years of age and have completed the equivalent of Year 12
- participate in a course entry interview to determine suitability for the course and student needs
- complete an English Placement Test to determine your English language level so that you can be placed at the appropriate level.

## HOW MUCH DOES IT COST?

The costs for this course are as follows:

|                         |  |
|-------------------------|--|
| <b>ENROLMENT FEE</b>    | \$250 (non-refundable to be paid on application)   |
| <b>COURSE FEES</b>      | Total cost is AUD \$24,000   |
| <b>MATERIAL FEES</b>    | Total cost is AUD \$1,450  |
| <b>NON-TUITION FEES</b> | May apply and can be found in our International Student Handbook on our website at <a href="https://capital.edu.au/">https://capital.edu.au/</a> |

*Course fees do not include laptops or software – see information above.*

A detailed payment plan and payment arrangements are provided in the Offer Letter and Student Agreement. You must pay all your course fees and on time. Non-payment of fees may result in cancellation of enrolment.

You are also required to take out Overseas Health Insurance Cover before arriving in Australia. Capital College provides details of OSHC providers in the International Student Handbook. You can approach any of these providers to find out costs and organise your cover.

Additional costs associated with living in Australia are outlined in the International Student Handbook. You should carefully review these costs in relation to budgeting. Further information can be found at <https://www.studyaustralia.gov.au/en/life-in-australia/living-and-education-costs>.

## HOW CAN I APPLY?

To apply for this course, you are required to complete an enrolment form and provide a copy of your passport and visa (if relevant at the time of application).

## WHERE TO FROM HERE?

If your application is successful, we will send you an Offer Letter and Student Agreement. You should make sure you read through this document carefully to make sure you are happy with all of the terms and conditions. If you are, then simply sign the document and send it back to us.

Once we receive this, we will issue you with a Confirmation of Enrolment (CoE) letter and an invoice for the first payment.

The first day of each course will include orientation and induction. Orientation will include information about the campus, living in Australia, accessing our support services and methods for achieving success throughout the course, including course progress requirements.

This course outline should be read in conjunction with Capital College's International Student Handbook. This can be found online at <https://capital.edu.au/>