



Add your voice to English



2012 Dates & Fees

Better English language courses

GENERAL ENGLISH PROGRAMMES

Course Title & Code	Lessons	Details [minimum 2 weeks]	Timetable	Fee WEEKLY
General English Standard G20	20	Start any Monday	9.00 – 12.30	€175
General English Intensive G30	30	Start any Monday	9.00 – 12.30 + 5 afternoons	€240
English Standard Mini-Group ES20	20	02.07.2012 16.07.2012 07.08.2012 20.08.2012 03.09.2012 3–6 students, 25+ years	9.00 – 12.30 (Programme finishes on 28.09.2012 Minimum level B1)	€385

Note: Summer Supplement on G20 and G30: €25 per week: 02.07.2012 – 14.09.2012. Summer Timetable – all classes begin at 8.30

LONG-STAY ENGLISH LANGUAGE PROGRAMMES [12+ weeks]

Course Title & Code	Lessons	Details [Start any Monday]	Timetable	Fee WEEKLY
AY12/20	20	12 weeks	9.00 – 12.30	€155
AY 12/30	30	12 weeks	9.00 – 12.30 + 5 afternoons	€210
AY 24/20	20	24 weeks	9.00 – 12.30	€150
AY 24/30	30	24 weeks	9.00 – 12.30 + 5 afternoons	€205
AY 36/20	20	36 weeks	9.00 – 12.30	€145
AY 36/30	30	36 weeks	9.00 – 12.30 + 5 afternoons	€195

Note: AY Course price discount available only when full fees are paid in advance. A minimum course duration of 25 weeks required for entitlement to work in Ireland.

ONE-TO-ONE, EXECUTIVE & BUSINESS PROGRAMMES

Course Title & Code	Lessons	Details	Timetable	Fee WEEKLY
One-to-One OC20	20	Start any Monday	9.00 – 12.30	€825
One-to-One OC30	30	Start any Monday	9.00 – 12.30 + afternoons	€1,230
One-to-One OC40	40	Start any Monday	9.00 – 12.30 + afternoons	€1,640
Executive English Programme EEP	35**	Start any Monday Business English in group of max 4. 1 or 2 week programmes.	9.00 – 12.30 + 5 afternoons	€1,025
Combination Course		Start any Monday	9.00 – 12.30 + One-to-One lessons in the afternoons	
CC26	26	G20 plus 6 One-to-One classes		€420*
CC30	30	G20 plus 10 One-to-One classes		€565*
General Business Programmes GBP	30	Start dates: 02.04.12 30.04.12 28.05.12 02.07.12 30.07.12 27.08.12 G20 plus 10 group business lessons in the afternoons	9.00 – 12.30 + 5 afternoons 2 or 4 week programme	€260*

Note: Individual One-to-One lessons are available at €50 per lesson (minimum 2 lessons). * Summer Supplement on CC26, CC30 and GBP: €25 per week: 02.07.2012 – 14.09.2012 ** When EEP course does not contain the minimum number of two, client will receive 25 individual lessons.

PROFESSIONAL SKILLS SUITE

Course Title & Code	Lessons	Details [specific start dates*]	Timetable	Fee WEEKLY
English + International Marketing Mkt33	33	<ul style="list-style-type: none"> Communications Customer Service Marketing 	9.00-12.30 + 5 afternoons 3 module credits at FETAC level 5 4–12 week programmes	€295
English + Management Man33	33	<ul style="list-style-type: none"> Communications Personal Effectiveness Business Administration 	IELTS 4.5+ level of English or equivalent Minimum 6, Maximum 14	
English + Financial Accounting Fin33	33	<ul style="list-style-type: none"> Communications Customer Service Manual & Computerised Accounts 	FETAC registration is €40	
English + Tourism & Travel Tou33	33	<ul style="list-style-type: none"> Communications Customer Service Tourism Awareness 	Full Programme Dates 26.03.12 18.06.12 10.09.12	
English + IT Skills IT33	33	<ul style="list-style-type: none"> Information & Administration Spreadsheets Word Processing 	Module Start Dates*: 23.04.12 21.05.12 16.07.12 13.08.12 08.10.12 05.11.12	

*check with the school for specific single module start dates – minimum numbers apply



Galway Cultural Institute

IRELAND

EXAMINATION PREPARATION PROGRAMMES [max. class size 14]

Course Title & Code	Lessons	Details [Specific starting dates]	Timetable	Fee WEEKLY
Cambridge Exam Preparation EP 20	20	12 weeks tuition plus 1 study week FCE/ CAE preparation Start dates: 20.03.12 10.09.12	9.00 – 12.30	€175
Cambridge Exam Preparation EP 30	30	6 weeks tuition plus 1 exam week Start dates: FCE, CAE & CPE 23.01.12 30.04.12 22.10.12	9.00 – 12.30 + 5 afternoons <i>Please note Cambridge exam dates and venues are not confirmed; exams may be on Saturdays</i>	€240
Cambridge Exam Preparation EP 40	40	4 weeks tuition, FCE & CAE Start Date: 30.07.12	9.00 – 12.30 & 13.30 – 17.00 plus one Saturday	€320
Combi-TOEIC EP 30	30	4 weeks including exam week Start dates: 16.04.12 28.05.12 02.07.12 07.08.12 03.09.12 01.10.12	5 afternoons exam preparation combined with any morning class <i>Minimum numbers required</i>	€240
Combi-IELTS EP 30 Combi-PET EP 30	30	6 weeks preparation Start dates IELTS: 09.01.12 02.04.12 02.07.12 17.09.12 22.10.12 Start dates PET: 30.04.12 22.10.12	5 afternoons exam preparation combined with any morning class <i>Minimum numbers required</i>	€240

FOUNDATION

Course Title	Lessons	Course Details & Entry requirements	Timetable	Fee*
Pre-Foundation	26 weeks including: 2 study weeks 30 lessons per week	General English plus IELTS Entry requirement IELTS 4.0 - 4.5 <ul style="list-style-type: none"> English language Academic Reading, Writing, Listening and Speaking Skills IELTS preparation 	9.00 – 12.30 + 5 afternoons Start Dates: 19.09.11 & 3.01.12	€5,750*
Foundation	26 weeks, including: 2 Awards module of 8 weeks & 2 study weeks 30 lessons per week	General English plus IELTS Entry requirement IELTS 5.0 – 5.5 <ul style="list-style-type: none"> Academic English IELTS preparation Communications & IT Skills Research Methods 2 Awards in Business Modules 	Start Dates: 19.09.11 & 16.01.12 Full schedule available from the school	€6,500*
Pre Masters	34 weeks, including: 2 Level 8 modules of 13 weeks & 4 study weeks 30 lessons per week	Must have a primary Degree and IELTS 6.0+ or equivalent <ul style="list-style-type: none"> Academic English IELTS preparation Communications & IT Skills 2 Level 8 Modules in Research Methods & Marketing 	Start Dates: 19.09.11 & 30.01.12 Full schedule available from the school	€9,000*

*Programme Fee includes IELTS Exam books & fees. Business text books not included

GCI/GBS INTERGRATED PROGRAMMES [IELTS 5.5+ level of English or equivalent]

Course Title & Certification info	Modules [Equivalent to 1 st year undergraduate]	Timetable	Fee
Award in Marketing FETAC Level 6 Award	<ul style="list-style-type: none"> The Marketing Environment Product Price Promotion Place 	8 weeks. Starting date: 03.10.11 2 afternoons per week 14.00-17.00	€795 PER MODULE + REG FEES FETAC €40
Award in Advertising ICM Award	<ul style="list-style-type: none"> Advertising & the Marketing Function Advertising Media Sales Promotion 	8 weeks. Starting date: 03.10.11 2 afternoons per week 14.00-17.00	ICM €120 IAPR €90
Award in Communications FETAC Level 6 Award	<ul style="list-style-type: none"> The objectives of communication The meaning of words Non-verbal communication 	8 weeks. Starting date: 13.02.12 2 afternoons per week 14.00-17.00	
Certificate in Public Relations & Publicity Skills IAPR Certificate	<ul style="list-style-type: none"> Public Relations Writing Press Releases Photography Newsletters & Ezines 	8 weeks. Starting date: 13.02.12 2 afternoons per week 14.00-17.00	
Award in Business Management FETAC Level 6 Award	<ul style="list-style-type: none"> The Organisation Finance, Money, Banking & Foreign Exchange Human Resources 	8 weeks. Starting date: 10.04.12 2 afternoons per week 14.00-17.00	

TEACHER TRAINING, STAGE & GROUP PROGRAMMES

Course Title & Code	Lessons	Details [Specific starting dates]	Timetable	Fee WEEKLY
Teacher Training Programme TTP Available at any time for closed groups. Minimum numbers required	30	2 week programme	09.00 – 12.30 + 5 afternoons Start Dates: 16.07.12 & 30.07.12	€840
		7 Day programme	09.00 – 12.30 + 5 afternoons Start Date: 30.08.12	€600
Short Stay Winter Programme SSWP	20	September to June	For tailored programmes, please contact the school	INDIVIDUALLY QUOTED

INTERNSHIP PROGRAMMES

Title & Code	Details	Timetable	Fee
INT4/8/12	Students are placed in full-time unpaid internship in a variety of industries including: <ul style="list-style-type: none"> Administration Marketing & Sales Hospitality Manufacturing Service 	<ul style="list-style-type: none"> Students may choose a 4, 8 or 12 week placement. Longer placements may be possible. Before a placement, students must take 4 weeks General English – G20 or G30. 	€495 PER PLACEMENT

LIFESTYLE PROGRAMMES

Course Title & Code	Lessons	Details [Specific starting dates]	Timetable	Fee WEEKLY
Language & Irish Culture LC	30	G20 with 10 afternoons lessons of Irish Culture 2 or 4 week course	9.00 – 12.30 + 5 afternoons Start Dates: 21.05.12 02.07.12 30.07.12 03.09.12	€240**
Language & Cookery LCK	30	Minimum Numbers required G20 + 6 lessons of culinary English + 'Taste of Ireland' (i.e. a 3 course meal demo & sampling) 2 week programme. 4+ participants	9.00 – 12.30 + 4 afternoons Start Dates: 11.06.12 16.07.12 20.08.12 17.09.12	€350
English & Film EFM	20	4 week programme 3 weeks G20 + 1 week film production Minimum 8 students	9.00 – 12.30 + Film Week (mornings & afternoons) Start dates: 25.06.12 & 06.08.12	€995 4 WEEKS TUITION
Take Time Programme TAP	20	Start Dates: 2 week programme Available at any time for closed groups. Minimum numbers required	9.00 – 12.30 Includes Host family and programme Start Dates: 11.06.12 & 17.09.12	€480*

**Summer Supplement on LC: €25 per week: 02.07.2012 – 14.09.2012. *TAP fee of €480 per week includes course, accommodation & specialised activity programme.

GENERAL CONDITIONS



How to book

GCI

Complete all sections of the GCI school registration form or book online at www.gci.ie and send it with a non-refundable deposit of €150 by Bank Transfer or credit card 6 to 8 weeks prior to course commencement.

Upon receipt of your registration form we will confirm your place and send you a full invoice.

- Full settlement of the account should be made 28 days in advance (21 days in winter).
- Should you have a late registration full fees should be sent on receipt of invoice.
- Proof of payment of fees must be sent to us and please fax or email a scanned copy of your bank transfer, and quote your student reference number on all correspondence.
- Accommodation details will be sent once full fees are received. Transfer details should be sent as soon as they are available and at least 7 days prior to arrival.

GBS

To enrol on a GBS programme complete all sections of the GBS registration form and send it with a non-refundable deposit of €300 by Bank Transfer or credit card. Students must fulfil the enrolment criteria with regard to education and language requirements.

Upon receipt of your registration form we will confirm your place and send you a full invoice.

- Transcripts of previous study and entry requirements must be submitted in English with all applications
- Proof of English language level must also be submitted or students must undertake a language test on arrival. Failure to reach the appropriate level may mean that your place will be deferred. Additional English classes will be a requirement in such instances
- Starting dates vary depending on chosen programme.
- There are limited places available on some courses.
- Proof of payment of fees must be sent to us and please fax or email a scanned copy of your bank transfer, and quote your student reference number on all correspondence.
- Any other requirements, transfer, accommodation etc. can be organised.

HOLIDAYS

The school is closed on all public holidays and for annual holidays at Christmas (i.e. closing on afternoon Fri 16th Dec and reopening on Tues morn 3rd Jan). On Public Holidays no extra classes will be held in the case of standard course participants.

For individual courses, extra classes are at the discretion of Management.

Christmas Holidays: 16.12.11 – 03.01.12 & 21.12.12 – 08.01.13
Public Holidays: 19.03.12 06.04.12 09.04.12 07.05.12
 04.06.12 06.08.12 29.10.12

ACCOMMODATION [Prices & Summer supplements apply weekly per person]

Host Family	Board	Room	Fee WEEKLY
Standard Host Family	Half-board Monday – Friday, full-board weekends	Single Room	€180
Sharing [summer only, limited availability]	Half-board Monday – Friday, full-board weekends	Twin / Double	€165
Executive Host Family	Half-board Monday – Friday, full-board weekends	Single Room En suite	€240

Summer Supplement Host family: €25 30.06.12 – 15.09.12

Residential Accommodation	Board	Room	Fee WEEKLY
Residential Apartments / Houses – self catering	See meal pack options	Single Room	€165
En Suite Supplement		En suite	€25
Residential Apartment / Houses – Shared room [limited availability]	See meal pack options	Twin / Double	€120
Executive Apartment – city centre [limited availability]	All year round		PRICE ON REQUEST
Bed & Breakfast / Hotel [depends on season and availability]	All year round		PRICE ON REQUEST

Summer Supplement Residential Accommodation: €40 30.06.12 – 15.09.12

Additional Accommodation notes:

A: €150 refundable deposit is required for all residential apartments. Deposits are paid on or before arrival preferably by credit card. Rules & conditions must be accepted and signed on or before arrival.
B: Extra night Host family €35 per night. Extra night is not possible in residence. Accommodation in Residence is from Saturday to Saturday.
C: If your preferred accommodation type is not available, the school will choose the next most suitable option which may incur additional charges

MEAL PACKS [by Ozone Coffee Company]

Sample Lunch menus	Availability	Fee WEEKLY
Any Sandwich / Wrap + tea/coffee	Monday – Friday	€30
Soup Special + Regular Sandwich	Available on-site	
Regular Salad + tea/coffee	in Ozone Coffee Company	

TRANSPORT & TRANSFERS

Service	Details
Flights to Ireland	www.aerlingus.com www.ryanair.com www.easyjet.com www.aerarann.ie www.ba.com www.bmi.com
Bus / Train Services to Galway	Shannon Airport: €20+ Dublin: €28+ www.buseireann.ie www.gobus.ie www.citylink.ie www.irishrail.ie
Taxi Transfer	Galway Airport: €35+ Shannon or Knock Airport: €160+ Dublin Airport: €385+
Meet & Greet service	Dublin Airport: €100+

Notes: **A:** Transfer prices are correct at time of going to print and additional charges may apply in the event of flight delays, oil increases etc.
B: Students should ensure that they have enough time to catch their flight and coordinate carefully their return trip
C: Additional charges may apply in the event of a delay
D: Under 18 must book a transfer or Meet & Greet Service

ADDITIONAL CHARGES

Detail	Price	Examination	Exam Fees	Exam Books
Registration Fee	€55	PET, CPE	€150 / €190	€80 / €65
Accommodation Placement fee	€55	FCE, CAE	€170	€80 / €65
Books and Materials	€50	IELTS	€195	€55
Medical Insurance (required for students outside the EEA)	€150	TOEIC	€125	€55

+ you

Contact us for information & enrolment

TALK +353 (0)91 863100 TYPE info@gci.ie VISIT www.gci.ie

ACCOMMODATION

Accommodation is reserved on a weekly basis, i.e. 7 nights either for host family or residential accommodation. Extra nights in a host family are possible subject to availability and at an extra charge. Extra nights are not available in residence and are reserved from Saturday to Saturday. The minimum stay is one week. Half board is provided in host families from Monday to Friday and full board at the weekends. Residential apartments are self-catering. All residential accommodation is non-smoking and the majority of families are also non-smoking. €150 security deposit is payable on your first day at school for residential accommodation. This can be paid by credit card, pre-authorization or in cash. IBAN codes are essential if we have to refund cash deposits. The

bank imposes a charge which will be deducted from students who pay by cash. Students are required to sign a form to say that they abide by the rules and regulations of residential accommodation. Distance from accommodation to school is between 5 minutes walk to 20 minutes by bus depending on traffic. Accommodation is only organised for students attending a course and is not available to students who are not attending class. Special requests with regard to diet, pets and children must be made at the time of booking and we will endeavour to accede to all requests but these cannot be guaranteed. Additional supplements will apply for specific requests with regard to diet and particularly if accommodation is required over the Christmas holiday period.

INSURANCE & HEALTH

All participants should provide their own health and travel insurance. Participants from EU countries should obtain form EHIC from their local Social Welfare Office before departure – see <http://ec.europa.eu> This only entitles you to free emergency hospital care and attendance at certain doctors. *It does not cover elective medical or dental treatment.*

Any person undergoing medical treatment should bring a medical certificate and should bring sufficient medicine to cover their stay in Ireland. We strongly advise you to insure against loss of fees, personal effects etc. that you may incur due to cancellation or early departure. Visa requiring students must have health insurance.

FIRST DAY

- Classes begin at 9.00 except when the summer schedule is in operation when classes commence at 08.30. Breaks and lunch are adjusted accordingly. All classes are 45 minutes in length.
- A placement test is obligatory. Please complete our online test at www.gci.ie
- Oral tests and orientation will take place on the first day.
- ID cards are processed on arrival and there is a charge of €5, giving access to GCI facilities, discounts in Ozone Café, on excursions and in shops and restaurants.
- Levels are from Elementary to Proficiency / Foundation. Students who

- test lower than Elementary must book One-to-One tuition.
- Minimum numbers are required for some courses.
- Maximum class size is 12 in winter and 14 in summer.
- Examination classes and other specialist classes are maximum 14.
- Exam fees and books are extra and exam timetables are set by examining bodies – some exams take place on Saturdays. Late exam fees may apply.
- Minimum age is 17 and 16 in summer. Students under 18 years of age are required to provide a signed parental guarantee and must book a GCI transfer or meet and greet service on arrival.

VISA

We can assist you in your application for a VISA should you require one. Please allow 8 weeks to process your VISA application. We recommend that long stay students apply for a D-VISA. All fees must be paid in advance and are refundable (except for the deposit of €150) in the case of a visa being refused unless false documentation has been submitted. Delays in

issuing visas will mean that a course is postponed to the next course starting date and some additional charges may apply. Fees will not be refunded if a visa is denied because of submission of false or inaccurate information. Visa applications are available from <http://www.inis.gov.ie/> There is a €150 fee payable to Immigration each time a visa is extended.

BANK DETAILS

Account Name: Galway Business School
Bank: Bank of Ireland, Salthill, Galway, Ireland
Swift: BOFIE2D
Sort Code: 90-38-40
Bank Account: 84796682
IBAN: IE54BOFI90384084796682

- All bank charges are the responsibility of the student.
- We will send your accommodation details and arrival information approximately two weeks before course commencement and are subject to receipt of full payment by GCI / GBS.

CANCELLATIONS

For cancellations up to 2 weeks before course commencement full fees will be refunded except the non-refundable deposit of €150. For cancellations of 14 days or less the deposit will be retained and the following percentages of the course fees will be refunded: 7 – 14 days: 50% of course fees will be refunded. Less than 7 days: 30% of course fees will be refunded. Once the course has commenced fees will not be refunded as it is our policy not to refund fees irrespective of the

circumstances. This includes late arrival/early departure or days missed during the course.

Students may not change from group to private tuition or opt for less intensive courses. Students cannot change between one course and another except at the discretion of Management. Accommodation fees are non refundable. For more than three changes to tuition or accommodation additional registration / placement fees of €55 will apply.

ADDITIONAL CONDITIONS

GCI / GBS cannot accept responsibility for flight delays or changes in timetables by other third parties outside of our control. We reserve the right to change without notice the contents, dates, times or any other detail of a course brought on by strikes, political events, natural disasters or any other event considered by the organizers to be pertinent. GCI & GBS reserve the right to change any of the details given in any course brochure or website or the composition of the lecturing team and the course commencement is dependent on student demand. In the event of a dispute, GCI / GBS will endeavour to resolve the issues in a fair and ethical manner. Once this process has been exhausted GCI / GBS will follow the Dispute Resolution Procedure of IALC. In the event of legal action, the court case must be taken where the bulk of the service provided by GCI / GBS has taken place, i.e. Ireland.

immediately. The Management / Directors will be the only arbitrators in any such event. A serious misdemeanour or any infringement of the laws of the land will result in instant dismissal from the school.

The Contract between GCI / GBS or related companies and any of its students or agents shall be terminated in the following instances or any such instances as defined by the Management / Directors at any given time:

1. Cause damage of any kind to the Institute / School, its good name either real or imagined, members of staff, host families, residences, other students or any other agent of GCI / GBS or their good name, either real or imagined.
2. If the student behaves in such manner that leads to a disturbance or nuisance.
3. If the student is suspected / charged with any misdemeanour or crime against the laws of the land. Any costs incurred in any such events will be the responsibility of the student or his/her parents or guardians.

No liability of any kind shall be attached to GCI / GBS for any losses of any kind incurred by the student as a result of GCI / GBS terminating the Contract. It will be a matter entirely for the student to make arrangements for his / her return to their country of origin and to make good any loss suffered by GCI / GBS or its agents.

While every effort has been made to ensure that the information contained in this price list is correct, the school is not liable for any errors herein.

Smoking illegal substances and chewing gum are not allowed. Respect for property and people must be shown at all times. The student is responsible for any damage or injury he/she may cause to buildings, furniture, fittings, individuals, families, other students, agents etc., while registered with GCI / GBS. Should a student behave in an unseemly and/or inappropriate manner that may bring the school or its agents into disrepute or to cause damage to its reputation or standing in any way, either real or imagined, he/she will be asked to leave the school