



## GCI Dates &amp; Fees 2011

## GENERAL ENGLISH PROGRAMMES

Course Code & Title	Lessons	Details [minimum 2 weeks]	Timetable	Fee [per week]
G20 General English Standard	20	Start any Monday	9.00 – 12.30	€175.00
G30 General English Intensive	30		9.00 – 12.30 + 5 afternoons	€240.00
ES20 Executive Summer Programme	20	Start Dates: 04.07.11 18.07.11 08.08.11 22.08.11 05.09.11	9.00 – 12.30 Min 2 - Max 6 students per class Age 23+	€385.00
<b>Summer Supplement on G20 and G30: €25.00 per week: 04.07.2011 - 16.09.2011</b>				

## ACADEMIC YEAR PROGRAMMES – Long stay 12 - 50 weeks

Course Code & Title	Lessons	Details	Timetable	Fee [per week]
AY 12/20	20	12 weeks	9.00 – 12.30 + 5 afternoons for 30 lessons	€155.00
AY 12/30	30			€210.00
AY 24/20	20	24 weeks		€150.00
AY 24/30	30			€205.00
AY 25/20	20	25 weeks Minimum for entitlement to work part-time		€150.00
AY 25/30	30			€205.00
AY 36/20	20	36 weeks		€145.00
AY 36/30	30			€195.00

Special price applies only when full fees are paid in advance.

## INDIVIDUAL, BUSINESS &amp; EXECUTIVE PROGRAMMES

## ONE-TO-ONE ENGLISH PROGRAMMES

Course Code & Title	Lessons	Details [minimum 1 week]	Timetable	Fee [per week]
OC20 One-to-One	20	Start any Monday	9.00 – 12.30	€825.00
OC30 One-to-One	30		9.00 – 12.30 + 5 afternoons	€1,230.00
OC40 One-to-One	40		9.00 – 12.30 + 5 afternoons	€1,640.00

Individual lessons €50.00 per lesson (minimum 2 lessons)

## COMBINATION ENGLISH PROGRAMMES – Group Classes with Individual Lessons

Course Code & Title	Lessons	Details [minimum 2 weeks]	Timetable	Fee [per week]
CC26 Combination Course	26	Start any Monday	9.00 – 12.30 + 3 afternoons	€420.00
CC30 Combination Course	30		9.00 – 12.30 + 5 afternoons	€565.00
<b>Summer Supplement: €25.00 per week: 04.07.2011 – 16.09.2011</b>				

## BUSINESS PROGRAMMES

Course Code & Title	Lessons	Details	Timetable	Fee [per week]
GBP General Business Programme	30	G20 plus 10 group business lessons in the afternoons Start dates: 11.04.11 09.05.11 13.06.11 11.07.11 08.08.11 12.09.11	9.00 – 12.30 + 5 afternoons 2 or 4 week programme	€260.00
EEP Executive English Programme	35	35 lessons of business English in group of max 4 students 1 or 2 week programmes B1 – Intermediate + level Start any Monday	9.00 – 12.30 + 5 afternoons *when EEP course does not contain the minimum number of two, the client will receive 25 individual lessons	€1,025.00

## PROFESSIONAL SKILLS SUITE

Course Code & Title	Lessons	Details	Timetable	Fee [per week]
MKT33 English + International Marketing	33	<ul style="list-style-type: none"> <li>• Communications</li> <li>• Customer Service</li> <li>• Marketing</li> </ul>	9.00 - 12.30 + 5 afternoons 20 lessons G20+ 10 lessons of specific module & 3 self-study lessons	€325.00
MAN33 English + Management	33	<ul style="list-style-type: none"> <li>• Communications</li> <li>• Personal Effectiveness</li> <li>• Business Administration</li> </ul>		
TOU33 English + Tourism & Travel	33	<ul style="list-style-type: none"> <li>• Communications</li> <li>• Customer Service</li> <li>• Tourism Awareness</li> </ul>	4, 8 or 12 week programmes B1+ - Intermediate + level of English Minimum 6, Maximum 14	
FIN33 English + Financial Accounting	33	<ul style="list-style-type: none"> <li>• Communications</li> <li>• Customer Service</li> <li>• Manual &amp; Computerised Accounts</li> </ul>	FETAC registration is €40.00 3 module credits FETAC level 5 one credit per 4 weeks completed	
IT33 English + IT Skills	33	<ul style="list-style-type: none"> <li>• Information &amp; Administration</li> <li>• Spreadsheets</li> <li>• Word Processing</li> </ul>	Full programme dates: 21.03.11 13.06.11 12.09.11  Other module dates: 18.04.11 16.05.11 11.07.11 08.08.11 10.10.11 07.11.11	

## EXAMINATION PREPARATION PROGRAMMES [max class size 14]

Course Code & Title	Lessons	Details	Timetable	Fee [per week]
EP 20 Cambridge exam preparation	20	12 weeks tuition plus 1 study week FCE/ CAE preparation Start Dates: 21.03.11 & 12.09.11	9.00 – 12.30	€175.00
EP 30 Cambridge exam preparation	30	6 weeks tuition plus 1 exam week Start Dates: FCE & CAE: 24.01.11 FCE, CAE & CPE: 03.05.11 & 24.10.11	9.00 – 12.30 + 5 afternoons	€240.00
EP 30 Combi-TOEIC	30	4 weeks including exam week Start Dates: 11.04.11 30.05.11 04.07.11 02.08.11 05.09.11 03.10.11 Minimum numbers required	5 afternoons combined with G20 or AY20	
EP 30 Combi-IELTS	30	6 weeks preparation Start dates: 10.01.11 04.04.11 13.06.11 26.09.11 Minimum numbers required	5 afternoons combined with G20 or AY20	

## LIFESTYLE & ENGLISH PLUS PROGRAMMES

Course Code & Title	Lessons	Details [minimum 2 weeks]	Timetable	Fee [per week]
LC Language & Irish Culture	30	G20 with 10 afternoon lessons of Irish Culture  Start Dates: 23.05.11 04.07.11 08.08.11 12.09.11	9.00 – 12.30 + 5 afternoons 2 or 4 week course  Minimum numbers required	€240.00
LCK Language & Cookery	30	G20 lessons in the mornings + 4 afternoons: 6 lessons of culinary English + Taste of Ireland 3 course meal demonstration & sampling  Start Dates: 13.06.11 18.07.11 22.08.11 19.09.11	9.00-12.30 + 4 afternoons  2 week programme 4+ participants	€350.00
EFM English & Film	20	4 week programme 3 weeks G20 + 1 week film production  Start Dates: 04.07.11 & 02.08.11	9.00 – 12.30 + Film Week (mornings & afternoons)  Minimum numbers required	€995.00 for 4 weeks
TAP Take Time Programme	20 + Host Family + Programme	Includes Tuition, Host family & programme  Start Dates: 13.06.11 & 19.09.11	9.00 – 12.30 2 week programme  Available at any time for closed groups. Minimum numbers required	€480.00
English Plus	20	2 + weeks Start any Monday Combine with falconry, festival programme, fishing, golf, horse-riding, sailing, spa treatment, surfing, windsurfing & kayaking.	9.00 – 12.30 + English Plus Activities	€175.00 for G20 + cost of activity as outlined

## TEACHER TRAINING, STAGE & GROUP PROGRAMMES

Course Code & Title	Lessons	Details [minimum 2 weeks]	Timetable	Fee [per week]
TTP Teacher Training Programme	30	Start Dates: 18.07.11 & 02.08.11  Available at any time for closed groups. Minimum numbers required	9.00 – 12.30 + 5 afternoons  2 week programme	€420.00
SSWP - Group Stage Short Stay Winter Programme	20	September to June Groups can be accepted in the summer depending on requirements and needs	For tailored programmes, please contact the school Competitive rates	

## ACCOMMODATION – all prices and supplements are per person per week

	Half Board Mon-Fri	Full Board At Weekends	Single Room	En Suite	Price Person Per Week
Standard Host Family	✓	✓	✓		€180.00
Executive Host Family	✓	✓	✓	✓	€240.00
<b>Summer Supplement - €25.00 per week – 02.07.11 – 17.09.11</b>					

Residential Accommodation	Half Board Mon-Fri	Single Room	En Suite	Price Person Per Week
Residential Apartments / Houses	See meal pack options	✓		€165.00
En Suite Supplement			✓	€25.00
Residential Apartment – Shared room 2 people booking together		Twin/Double		€120.00
Executive Apartment - Two Bedroom 1 x Twin/double room + 1 single [limited availability]		All year round – city centre/Salthill Depending on availability		€650.00+ per apartment
<b>Summer Supplement - €40 per week – 02.07.11 – 17.09.11</b>				
Bed & Breakfast/Guest House – depends on season and availability per week	✓	✓	✓	€400 - €650

- €150.00 refundable breakages deposit required for all residential apartments/rules and conditions must be accepted and signed on or before arrival.
- Extra night Host family €35.00 per night. Extra night is not possible in residence. Accommodation in Residence is from Sat to Sat.
- If your preferred accommodation type is not available, the school will choose the next most suitable option which may incur additional charges.

Meal Packs Available in Ozone Coffee Company	Sample menus	Price Person Per Week Mon-Fri – 5 days
Lunch Per Day – Main Course	Hot Lunch Specials (choice of two including vegetarian option) + Tea/Coffee Any Panini/Wrap + Tea/Coffee Soup Special & Regular Sandwich Regular Salads + Tea / Coffee	€30.00

## ADDITIONAL CHARGES

Registration Fee	Accommodation Placement fee	Books & Materials	Medical Insurance (required for students outside the EEA)	Activity Booking Fee
€55.00	€55.00	€50.00	€190.00	€30.00 per booking

Examination	FCE, CAE & CPE	IELTS	TOEIC
Exam Fees	€170.00	€195.00	€125.00
Exam Books	€80.00	€55.00	€55.00

## ENGLISH PLUS ACTIVITIES – BOOKING FEE APPLIES (€30.00)

All activities are combined with either standard or intensive courses:

Activity/Lesson	Description/ Schedule	Included	Not Included	Price
Falconry	1 hour	All equipment included Introductory lesson to falconry	Transport to venue	€100.00
Festival Programme	Applies to certain festivals only 3 events – either theatre/concert or show	Not applicable	Transport to venues	€70.00
Fishing	1 full day lake fishing	Boat, gillie, rods Feb-Sept	Transport to the venue	€185.00
Golf	2 afternoons 1 hour lessons	Clubs	Transport to venue Shoes	€130.00
Horse-riding	2 afternoons 1 hour lessons	Hats	Transport to venue Shoes with a heel	€75.00
Sailing	Taster – 3 hours	Wet suits Life jackets	Swimsuit Towel	€100.00
	Dingy Sailing Level 1 2 day course	Helmets (if required) All equipment (Meals & accommodation included for Start Yachting Course)	Wash gear Old trainers Transport to venue	€350.00
	Powerboat Level 1 1 day course			€225.00
	Start Yachting Course 2 day course			€360.00
Spa Treatment	½ day - full day	Everything included on specific packages	Transport to venue	€230.00 - €350.00
Surfing	½ day	Wetsuit Life jacket Surf Board	Swimsuit Towel Wash gear Old trainers Transport to Venue	€70.00
Windsurfing / Kayaking – both activities during the week	5 day course - afternoons	2-3 hours per afternoon All equipment April - Sept	Swimsuit Towel Wash gear Old trainers/old t-shirt Burger for BBQ	€195.00

## TRANSPORT & TRANSFERS

Flights to Galway and Dublin	<a href="http://www.aerlingus.com">www.aerlingus.com</a>	<a href="http://www.ryanair.com">www.ryanair.com</a>	<a href="http://www.easyjet.com">www.easyjet.com</a>
	<a href="http://www.aerarann.ie">www.aerarann.ie</a>	<a href="http://www.ba.com">www.ba.com</a>	<a href="http://www.bmi.com">www.bmi.com</a>
Bus / Train Services	Shannon Airport [€20+]		Dublin [€28+]
	<a href="http://www.citylink.ie">www.citylink.ie</a> <a href="http://www.buseireann.ie">www.buseireann.ie</a>		<a href="http://www.gobus.ie">www.gobus.ie</a> <a href="http://www.citylink.ie">www.citylink.ie</a> <a href="http://www.busnestor.galway.net">www.busnestor.galway.net</a> <a href="http://www.buseireann.ie">www.buseireann.ie</a> <a href="http://www.irishrail.ie">www.irishrail.ie</a>
Taxi Transfer	Galway Airport	Shannon/Knock Airport	Dublin Airport
	€35.00	€160.00	€385.00
Meet & Greet service	n/a	n/a	€100.00

- Please note transfer prices are done at time of going to print and no account is taken of excessive oil price increases or fluctuations. These may vary.
- Flying to Galway is more economical than taking a taxi transfer.
- Additional charges may apply in the event of a delay.

## HOW TO BOOK & CONDITIONS OF REGISTRATION

### GCI

Complete all sections of the GCI school registration form or book on line at [www.gci.ie](http://www.gci.ie) and send it with a non-refundable deposit of €300.00 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 the course. Classes begin at 9.00. All classes are 45 minutes in length. A placement test is obligatory on arrival. Levels are from Elementary to Proficiency / Foundation and 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 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.

### GBS

To enrol on a GBS programme complete all sections of the GBS registration form and send it with a non-refundable deposit of €300.00 by Bank Transfer or credit card. Students must fulfil the enrolment criteria with regard to education and language requirements. 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.

### BANK DETAILS - GCI & GBS

Account Name: Galway Business School  
Bank: AIB Bank, 18 Eyre Square, Galway, Ireland  
Swift: AIBKIE2D  
Sort Code: 93-72-23  
Bank Account: 08820189  
IBAN: IE81AIBK93722308820189

All bank charges are the responsibility of the student. We will send your accommodation details and arrival information approximately two weeks before departure 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 €300.00. 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.

Students may not change from group to private tuition or opt for less intensive courses. This includes late arrival/ early departure or days missed during the course. 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 will apply.

### HOLIDAYS

The school is closed on all public holidays and for annual holidays at Christmas. 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:

17.12.10 - 04.01.11 & 16.12.11 – 03.01.12

#### Public Holidays:

03.01.11 17.03.11 25.04.11 02.05.11

06.06.11 01.08.11 31.10.11

### 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 €300.00) 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 [www.justice.ie](http://www.justice.ie).

There is a fee of €150.00 payable to Immigration each time a visa is extended.

### 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 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.

### ACCOMMODATION

Accommodation is reserved on a 7 day basis either for host family or residential accommodation. Extra nights in a host family are possible subject to availability and 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. €150.00 security deposit is payable on your first day at school for residential accommodation. This can be paid by credit card pre-authorisation 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 usually 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.

### WASTE & RECYCLING

Galway is an environmentally friendly city and Galway Corporation have introduced a comprehensive recycling policy. All households are required to recycle and fines are imposed for infringements. GCI / GBS have comprehensive green policies which are constantly being updated and are available at the school and include resource conservation and recycling.

### GENERAL 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.

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 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 students 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 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.