

2024 Dates & Fees

LSI/IH Portsmouth is open from **Tuesday 2nd January 2024** to **Friday 20th December 2024**. We reopen on Monday 6th January 2025. Summer period is from **Monday 3rd June 2024** to **Friday 23rd August 2024**.

2024 Public Holidays: Friday 29th March, Monday 1st April, Monday 6th May, Monday 27th May, Monday 26th August (No 30+ classes on public holidays except Business Communication)

Registration fee	This is non-refundable and for all courses £80
CORE	£430 per week 15 hours per week (mornings only)
PLUS Afternoon Electives	
INTENSIVE	£680 per week CORE + 10 hours group afternoon lessons (total 25 hours per week) If groups are too small, the equivalent 1:1 classes will be offered
BUSINESS COMMUNICATION	£995 per week CORE + 12½ hours Business Communication minigroups (total 27½ hours per week) Minimum level: lower-intermediate
INDIVIDUAL / 1:1	£795 per week CORE + 5 hours 1:1 per week (total 20 hours per week) £1200 per week CORE + 10 hours 1:1 per week (total 25 hours per week)
CULTURE	£1350 per week Afternoon culture trips: Price includes accompanying teacher, transport, and entry to attractions/museums.* 4 afternoon activities per week - Friday afternoons free. Culture week dates between: Monday 8th April - Friday 20th September . * There may be a supplement for certain trips.
All courses offer an extra 7 HOURS SUPERVISED self-access study + daily homework In all options, one study hour= 60 minutes	

Trainer accompanied lunch	Improve your socialising skills in English: participants take their lunch at a local restaurant together with other students and a member of staff. This is an opportunity to practise your Social English' with colleagues from different countries and varied levels. £100 per week, Monday to Friday - including main course, drinks, coffee, dessert
Airport taxi transfers	Heathrow or Gatwick Airport: £150 on arrival £260 on arrival and departure. Southampton Eastleigh Airport: £90 on arrival £150 on arrival and departure Please note: Airport transfer fees are subject to change without notification.

Accommodation and Social Programme

EXECUTIVE HOMESTAY

To enhance the social, cultural, and intensive language experience, we encourage participants to stay with one of our carefully selected Executive homestays. Half-board basis: breakfast and dinner on weekdays - all meals at the weekend (wine served with dinner). Bed linen and towels provided; laundry done weekly; 15-30 minutes walking distance (max. 45 mins). Private bathrooms are subject to availability.

£290 per week / extra night £45

Special dietary requirement supplement (coeliac/gluten-free, vegan, nut allergy etc) £20 per week

SELF-CATERING RESIDENCE

LSI/IH Portsmouth offers high-quality self-catering accommodation in University residences within walking distance of the school, year-round. This accommodation can only be booked through LSI/IH Portsmouth but is not owned or managed by LSI/IH Portsmouth. Please contact us directly for further information.

£250 per week (+ £100 booking fee)

SOCIAL PROGRAMME

The optional evening social programme is full and varied and provides opportunities to practise your social English, enhance your intercultural awareness, and meet new friends from all over the world. A typical week may include visits to restaurants and pubs, theatres and cinemas, museums, and many other activities.

Our teachers will also help you organise a wide range of weekend excursions to places of cultural and historical interest.

A typical week may include:

MONDAY	Welcome drinks (free)
TUESDAY	Salsa (from £5.50) or badminton (£3)
WEDNESDAY	Dinner on the waterfront (£25 - £35) or Conversation Club (free)
THURSDAY	Guided tour of historic Portsmouth (free)
FRIDAY	Visit to Spinnaker Tower (£13.50 with student card) or Cinema night (£7)
SATURDAY	Trip to London (from £25) or Excursion to Stonehenge and Salisbury (£35)

BANK DETAILS

International Payments via Flywire

LSI/IH Portsmouth have partnered with Flywire to make your international payments easier. Flywire allows you to pay from almost any country by bank transfer, credit card and other local payment methods. To make an international payment, please go to:

lsi-portsmouth.flywire.com and follow the simple instructions.

Bank Transfer

All fees are payable, in GBP Sterling, at least 3 weeks in advance to: LANGUAGESPECIALISTS INTERNATIONAL, National Westminster Bank PLC, Commercial Road Branch, Portsmouth, England, PO1 1EJ.

A/c No. 89795481

Sort Code 56-00-64

SWIFT Code NWBKGB2L

IBAN Code GB15 NWBK 5600 6489 7954 82

Please note that you are responsible for covering the cost of bank charges.

Please state the INVOICE NUMBER and STUDENT NAME in the details e.g. '34567-Smith'

GENERAL INFORMATION

- The minimum age for 30+ courses is 30.
- There are no 30+ classes on public holidays, except the Business Communication afternoon component.
- LSI/IH Portsmouth has a **24-hour emergency phone number**: 0780 339 2476 (or +44 780 339 2476 if phoning from outside Britain).
- You should arrive at school between 8:30 and 8:45 on your first day.
- **INSURANCE: We strongly advise you to take out travel and medical insurance before leaving home. This should cover loss or damage to personal possessions and loss of tuition fees if you have to finish your course early for any reason.**
- LSI/IH Portsmouth keeps personal information in both electronic and paper format. When requested, this information is passed onto third parties such as the British Council, ISI and UKVI.
- LSI/IH Portsmouth may use photographs or short video clips from school social activities for marketing and promotional materials. You will be asked whether you are happy for us to use images that you may feature in at the start of your course.
- For school rules, policies and procedures, please see our website:
www.lsi-portsmouth.co.uk/school-policies/

VISAS

- It is your responsibility to ensure you have the correct type of visa and appropriate leave to remain in the UK. For the latest information about student visas for the UK, please visit www.gov.uk/check-uk-visa.
- If you do not have the correct type of visa to study, or lose your right to remain in the UK, any contract with the school will be cancelled and you will not be allowed to study.
- If you apply for a Student Visa, we will only issue you with a CAS number if we are satisfied that you both intend and are able to complete the course of study booked, your visa application meets UKVI requirements, and all your tuition fees and cost of the CAS have been paid in full.
- **We are obliged to inform the Home Office if you do not follow your visa conditions.**

HOW TO BOOK

Please complete our REGISTRATION FORM and e-mail it to us, or book through our website. In order to process your booking, **we must receive a non-refundable £300 deposit**, which you can send to us via FlyWire or bank transfer (please send us proof of this payment).

After receiving your registration form and required fees, we will send you a booking confirmation and any necessary immigration documents for short term Student Visa applications. Documents for Student Visa applications will be sent once the terms and conditions above have been met. We will also send an invoice; the balance of this is due at least 3 weeks before the start of the course.

Accommodation details and taxi transfer details (if booked) will be sent around 2 weeks before the start of the course; please send us your arrival information as soon as possible.

HOLIDAYS

Depending on your course you may be able to take a holiday of **up to 4 weeks**, provided you **give LSI/IH Portsmouth at least 1 weeks' notice**. Holidays are not permitted on some courses (e.g. closed groups). If a holiday is permitted, the weeks are given as a course credit and you can take these unused study weeks at a later date, within a 12-month period. **Please note that course credits are non-refundable and must be taken as study weeks.**

Homestay accommodation: If you are away for a full week (weekend to weekend) and give 1 week's notice, we will refund 50% of the fees.

Self-catering: There are no refunds for holidays taken.

TERMS & CONDITIONS

- In booking with us, **you agree to accept LSI/IH Portsmouth's Terms & Conditions.**
- If you book via a representative or Educational Tour Operator (ETO), their terms & conditions may apply.
- **A £300 non-refundable deposit is required for all bookings.**
- LSI/IH Portsmouth reserves the right to refuse an enrolment.

Before Starting a Course

- If we receive notice of cancellation before the start of a course, all tuition and accommodation fees will be refunded less 10% of tuition fees or £300 deposit, whichever is the higher.
- If we receive notice of postponement less than 1 week (5 working days) before the planned start of a course, you will lose the £300 deposit and be required to pay another deposit before we can confirm a new start date.
- If you are waiting for a visa and think that you may be delayed, you must let us know at least 1 week before your planned start date or you may lose your deposit and have to pay another £300.
- If your visa application is refused, all accommodation and tuition fees will be refunded (less irrecoverable costs e.g. bank charges and CAS fee) but only when we have seen a copy of the visa refusal letter. The £80 registration fee is non-refundable in any case.

Changes

- A course change fee of £25 is required on any changes made to the original booking where we have to produce new documents/invoices; dates; course changes (but not upgrades); adding/cancelling accommodation and transfers; shortening courses. Note: there will be no charge if the changes are due to a visa delay.

After Starting a Course

- It is LSI/IH Portsmouth's policy that **all tuition fees are non-refundable once the course begins**, so you should **make sure your insurance policy will cover this in case you have to stop your course early.**
- Homestay fees are refundable subject to 1 full weeks' notice.
- If you have a Student Visa, accommodation fees will only be refunded if you show us documentary evidence that you are enrolled and sponsored by another UK institution or have booked and paid for a flight home. Refunds are usually made to the person who paid the fees (not necessarily to the student). Bank charges are at your expense.

Other

- LSI/IH Portsmouth reserves the right to ask students to leave the school without refunding or crediting tuition fees in the event of misconduct, criminal behaviour or serious attendance problems. Please see the school's website for our disciplinary procedures. Unacceptable behaviour in school accommodation may result in students being asked to leave - we cannot guarantee that we will be able to find suitable, alternative accommodation.
- Your level of English must be at the required level for the course you have booked. If we think your level is not suitable for the course you booked, we reserve the right to move you to a more appropriate course. If the new course is more expensive, you will be expected to pay the difference. If the new course is less expensive, you will receive credit for the difference.
- The School reserves the right to cancel or alter a course. If we do so, we will offer either an alternative course or a refund of all fees. If you decide not to take the alternative course offered, we will not be liable for any losses incurred by the student for cancelled travel arrangements.
- Where there is only one person on a particular group course, we reserve the right to offer the cost-equivalent number of individual lessons instead of the group course.
- The School reserves the right to change teachers at any time during the course.
- In the event of 'force majeure' such as fire, flooding, infectious diseases and other events outside our reasonable control which may cause the closure of the school, refunds will not be made.

PERSONAL DETAILS

First Name: _____

Surname: _____

Gender: _____

Nationality: _____

Passport Number: _____

Date of Birth: _____

Contact Tel: _____

Email Address: _____

Home Address: _____

Occupation/ Job: _____

Please give details of any special needs, learning difficulties or medical conditions the school should be aware of:

How did you hear of LSI/IH Portsmouth?

- Representative British Council
 Ex-Students Friends
 International House Social Media: _____

COURSE DETAILS

Please choose the programme you require:

- 30+ CORE (15 hours - mornings only)**

Afternoon options:

- Intensive**
 Business Communication
 Individual 5 hours
 Individual 10 hours
 Culture

Dates of Course: _____

Number of weeks: _____

Would you like to join the trainer-accompanied lunch programme?

- Yes No

I have read and understood the terms and conditions. Signed: _____ Date: _____

Contact in emergency: _____ Relationship: _____ Telephone: _____

LEVEL OF ENGLISH:

	Very good	Good	Inter-mediate	Weak	Very weak
Speaking					
Listening					
Reading					
Writing					

Where did you learn your English?

At School - if so, how many years? _____

At evening classes or language school - how many hours in total?

Other _____

Do you have any English language certificates or qualifications?

ACCOMMODATION

1. Would you like us to arrange homestay or self-catering accommodation for you?

Executive Homestay Self-catering No, thanks

2. Do you smoke? Yes No

3. If you have chosen homestay, do you have any special preferences, e.g. size of family, age, children, household pets, hobbies/interests?

4. Any allergies? _____

5. Any special dietary needs? (supplement may apply)

6. Any health problems or disabilities?

ARRIVAL DETAILS

Date & time: _____

Flight Number & Airport: _____

Do you require an airport taxi transfer?

- No Yes, one way Yes, return