

Price List

Global
2018

Courses and Accommodation Fees:

London Greenwich, Oxford and Brighton Schools 



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Public Holidays and Term Dates

Schools will be closed on the Public Holidays listed below. Schools do not make up for lessons missed on these dates and there is no refund. Exceptions are made for One to One lessons, which will be made up.

School holidays 2018: UK Schools

New Year's Day	Mon 01 Jan
Good Friday	Fri 30 Mar
Easter Monday	Mon 02 Apr
May Day Holiday	Mon 07 May
Spring Bank Holiday	Mon 28 May
August Bank Holiday	Mon 27 Aug
School Christmas Break	Mon 24 Dec 2018 – Wed 02 Jan 2019

Term Dates 2018 UK Schools

Term 1	02 Jan - 29 Mar
Term 2	03 Apr - 29 Jun
Term 3	02 Jul - 28 Sep
Term 4	01 Oct - 21 Dec

UK Schools: Prices are valid for any booking made between 1st January and 31 December 2018

FCE/CAE & IELTS Exam Preparation Courses 2018

Exam Preparation Course	Weeks	Course Dates	Exam date	London Greenwich	Oxford	Brighton
FCE	10	08 Jan - 16 Mar	16 Mar	✓	✓	✓
minimum entry level:	10	02 Apr - 08 Jun	09 Jun	✓	✓	✓
Upper-Intermediate (B2)	6	16 Jul - 24 Aug	23 Aug	✓	✓	✓
	10	08 Oct - 14 Dec	15 Dec	✓	✓	✓
CAE	10	08 Jan - 16 Mar	17 Mar	✓	✓	✓
minimum entry level:	10	02 Apr - 08 Jun	13 Jun	✓	✓	✓
Advanced (C1)	5	16 Jul - 24 Aug	24 Aug	✓	✓	✓
	10	08 Oct - 14 Dec	15 Dec	✓	✓	✓
IELTS	We usually have a continuous enrolment policy, this means students can start any Monday.			✓	✓	✓
minimum entry level:						
Upper-Intermediate (B2)						

Our Exam Preparation Courses run for 15 hours (20 lessons of 45 minutes each) per week and can also be combined with General English courses in the afternoon.

Entry on to these courses is dependent on passing the school pre-test to a sufficient level. A test will be emailed to the student at the time of booking, however all students will be tested again on arrival. Should students not be at the right level, our directors of studies may suggest they join a General English course until they have reached an adequate level.

Examinations can be arranged at a local Exam Centre by speaking to one of our School Administrators. We advise booking the examination at least 8 weeks in advance or as soon as possible, particularly during the summer months.

Examination fees are not included in the course price and the following costs include P&P and administrative fees: £150 for FCE and CAE; £158 for IELTS. Please contact us for exam booking forms and other exams available.

Please note all exam dates are provisional only and may be subject to change. Some parts of the exam may be taken before the end of the course. Schools do not make up for lessons missed on exam days and there is no refund.

Exam preparation for other exams can be arranged as One to One lessons.

Greenwich

Please note that the following applies to all courses in this booklet: Enrolment fee £50 - Course materials £55 (including text book for the first course. Students will have access to the Oxford International e Learning, learner support and school activity platform from the confirmation of booking to 3 months after their departure (from the 1st of January this becomes 2 weeks after departure). For students who wish to extend their access a small further fee will be payable depending on the length of extension. Purchase of other course books may be necessary for courses going over more than one term).

All prices are per week and in GB Pounds unless otherwise stated. Examination fees are not included in the course prices and will be charged on request.

Course Title	Hours	Time Period	Max. Class Size	Description	1-4 wks	5-8 wks	9-12 wks	13-23 wks	24+ wks
General English (A0 /A1 classes are only available for new students to begin on the first Monday of every month)									
Morning 20	15 hrs	9.00 - 12.15	15	20 * 45 mins General English Lessons	£232	£212	£195	£186	£174
Morning 30	22.5 hrs	9.00 - 2.30	15	30 * 45 mins General English Lessons	£299	£271	£245	£233	£213
Afternoon 20	15 hrs	1.00 - 4.30	15	20 * 45 mins General English Lessons	£129	£129	£129	£129	£129
Full Day Intensive	30 hrs	9.00 - 4.30	15	40 * 45 mins General English Lessons	£345	£317	£300	£294	£274
Exam Courses									
FCE/CAE 20	Run as six week and ten week courses (20*45 mins Exam Preparation Lessons)				6 weeks: £1,272		10 weeks: £1,947		
FCE/CAE 30	Run as six week and ten week courses (20*45 mins Exam Preparation Lessons 10 Lessons General English)				6 weeks: £1,625		10 weeks: £2,451		
IELTS 20	15 hrs	9.00 - 12.15	15	20 * 45 mins Exam Preparation Lessons	£232	£212	£195	£186	£174
IELTS 30	22.5 hrs	9.00 - 2.30	15	20 * 45 mins Exam Preparation Lessons plus 10 * 45 mins General English Lessons	£299	£271	£245	£233	£213
Specialist Courses									
Business English 20	15 hrs	9.00 - 12.15	15	20 * 45 mins Business English Lessons	£232	£212	£195	£186	£174
One to one	Per hour	Afternoons	1	One student to one teacher	£60 per hour				
Total Immersion 30	15 hours one to one. 15 Hours Teacher accompaniment on cultural activities, including 2 paid lunches in a local restaurant				£1,365				

Residences in 2018 (minimum age 18)

Name	Occupancy	Facilities	Per week
McMillan	Single	En-suite studio room with private kitchenette	£281
McMillan	Double/Twin	En-suite studio room with private kitchenette	£208
Lewisham Residence	Single	Shared	£250
	Single	En-suite	£270

Shared Student House Accommodation (minimum age 18)

Name	Occupancy	Facilities	Per week
Superior Shared House (Zone 2)	Single	Shared	£226
Superior Shared House (Zone 2)	Single	En-suite	£252
Superior Shared House (Zone 2)	Double/Twin	Shared	£204
Superior Shared House (Zone 2)	Double/Twin	En-suite	£214

Homestay in 2018

Name	Occupancy	Facilities	Per week
Homestay self catering	Single	Shared	£153
Homestay B&B	Single	Shared	£163
Homestay half board	Single	Shared	£184
Homestay self catering	Twin	Shared	N/A
Homestay B&B	Twin	Shared	£142
Homestay half board	Twin	Shared	£163
Homestay Private Bathroom		Price on request	

Insurance is available at £7.00 per week

Transfers (one way)

Airport	Cost
Heathrow	£95
Gatwick	£95
Luton	£105
Stansted	£105
London City	£55

Work and Study Programme - Fees

Placement	Length	Fee
Standard	4 - 16 weeks	£450
Standard	17+ weeks	£550
Specialist*	12 - 16 weeks	£525
Specialist*	17+ weeks	£625

Our Work and Study Programmes offer excellent opportunities to allow students to improve their professional credentials by completing a period of unpaid work experience in a professional English speaking environment. Placements are combined with a language course to improve overall ability.

The programme is open to EU and Tier 5 students only and there is a non refundable deposit of £240.

Accommodation and Transfers - Important Notes

Twin rooms are only available for two students travelling together. We can arrange for individual students to share in some residences. Accommodation is subject to availability. Other accommodation options may be available on request; please contact us for details.

There is a Peak Season supplement of £20 per week for all homestay bookings in July and August.

Shared transfer (up to 3 students travelling on the same flight) - please add £10 for each extra passenger and £10 for each extra drop off. Our drivers will wait for one hour after the landing time of each flight. Further waiting time will be charged pro-rata at £16 per hour.

Accommodation is Sunday to Sunday unless otherwise specified.

Please note that the following applies to all courses in this booklet: Enrolment fee £50 - Course materials £55 (including text book for the first course. Students will have access to the Oxford International e Learning, learner support and school activity platform from the confirmation of booking to 3 months after their departure (from the 1st of January this becomes 2 weeks after departure). For students who wish to extend their access a small further fee will be payable depending on the length of extension. Purchase of other course books may be necessary for courses going over more than one term).

All prices are per week and in GB Pounds unless otherwise stated. Examination fees are not included in the course prices and will be charged on request.

Course Title	Hours	Time Period	Max. Class Size	Description	1-4 wks	5-8 wks	9-12 wks	13-23 wks	24+ wks
General English (A0/A1 - subject to availability, please check with Admissions)									
Morning 20	15 hrs	9.00- 12.15	15	20 * 45 mins General English Lessons	£218	£199	£178	£163	£157
Morning 30	22.5 hrs	9.00 - 2.30	15	30 * 45 mins General English Lessons	£282	£251	£225	£203	£193
Afternoon 20	15 hrs	1.00 - 4.30	15	20 * 45 mins General English Lessons	£129	£129	£129	£129	£129
Full Day Intensive	30 hrs	9.00 - 4.30	15	40 * 45 mins General English Lessons	£337	£305	£274	£255	£246
Exam Courses									
FCE/CAE 20	Run as six week and ten week courses (20*45 mins Exam Preparation Lessons)				6 weeks: £1,193		10 weeks: £1,782		
FCE/CAE 30	Run as six week and ten week courses (20*45 mins Exam Preparation Lessons 10 Lessons General English)				6 weeks: £1,508		10 weeks: £2,245		
IELTS 20	15 hrs	9.00- 12.15	15	20 * 45 mins Exam Preparation Lessons	£218	£199	£178	£163	£157
IELTS 30	22.5 hrs	9.00 - 2.30	15	20 * 45 mins Exam Preparation Lessons plus 10 * 45 mins General English Lessons	£282	£251	£225	£203	£193
Specialist Courses									
One to one	Per hour	Afternoons	1	One student to one teacher	£60 per hour				
Total Immersion 30	15 hours one to one. 15 Hours Teacher accompaniment on cultural activities, including 2 paid lunches in a local restaurant				£1,365				
English + Course Specialism	Per hour	Afternoons	1 - 6	Combines Morning 20 or Morning 30 with specialist tutorial tuition from Oxford Tutorial College. There is a minimum level of B2.	English Course Price plus £75 per hour for Tutorial Lessons				

Residences in 2018 (minimum age 18)

Name	Occupancy	Facilities	Per week
Circus Street	Single	Shared	£218
	Single	En-suite	£286
Stanley Road	Single	En-suite	£297
The Mews (Summer only)	Single	Shared	To be confirmed

Transfers (one way)

Airport	Cost
Heathrow	£130
Gatwick	£155
Luton	£135
Stansted	£165
London City	£175

Shared Student House Accommodation (minimum age 18)

Name	Occupancy	Facilities	Per week
Hodges Court (Sun to Sat)	Single	Shared	£203

Homestay in 2018

Name	Occupancy	Facilities	Per week
Homestay self catering	Single	Shared	£148
Homestay B&B	Single	Shared	£163
Homestay half board	Single	Shared	£184
Homestay B&B	Twin	Shared	£142
Homestay half board	Twin	Shared	£163
Homestay B&B	Single	Private Bathroom	£232
Homestay half board	Single	Private Bathroom	£258

Insurance is available at £7.00 per week

Accommodation and Transfers - Important Notes

Twin rooms in homestay and residential accommodation are only available for two students travelling together. Accommodation is subject to availability. Other accommodation options may be available on request; please contact us for details. There is a Peak Season supplement of £20 per week for all homestay bookings in July and August. Hodges Court is our shared accommodation 15 mins walk from school. Accommodation is subject to availability. Shared transfer (up to 3 students travelling on the same flight) - please add £10 for each extra passenger and £10 for each extra drop off. Our drivers will wait for one hour after the landing time of each flight. Further waiting time will be charged pro-rata at £16 per hour. Accommodation is Sunday to Sunday unless otherwise specified.

Brighton

Please note that the following applies to all courses in this booklet: Enrolment fee £50 - Course materials £55 (including text book for the first course. Students will have access to the Oxford International e Learning, learner support and school activity platform from the confirmation of booking to 3 months after their departure (from the 1st of January this becomes 2 weeks after departure). For students who wish to extend their access a small further fee will be payable depending on the length of extension. Purchase of other course books may be necessary for courses going over more than one term).

All prices are per week and in GB Pounds unless otherwise stated. Examination fees are not included in the course prices and will be charged on request.

Course Title	Hours	Time Period	Max. Class Size	Description	1-4 wks	5-8 wks	9-12 wks	13-23 wks	24+ wks
General English (A0 /A1 classes are only available for new students to begin on the first Monday of every month)									
Morning 20	15 hrs	9.00- 12.15	15	20 * 45 mins General English Lessons	£213	£193	£173	£159	£153
Morning 30	22.5 hrs	9.00 - 2.30	15	30 * 45 mins General English Lessons	£275	£245	£217	£197	£187
Afternoon 20	15 hrs	1.00 - 4.30	15	20 * 45 mins General English Lessons	£129	£129	£129	£129	£129
Full Day Intensive	30 hrs	9.00 - 4.30	15	40 * 45 mins General English Lessons	£328	£296	£267	£249	£240
Exam Courses									
FCE/CAE 20	Run as six week and ten week courses (20*45 mins Exam Preparation Lessons)				6 weeks: £1,156		10 weeks: £1,730		
FCE/CAE 30	Run as six week and ten week courses (20*45 mins Exam Preparation Lessons 10 Lessons General English)				6 weeks: £1,471		10 weeks: £2,173		
IELTS 20	15 hrs	9.00- 12.15	15	20 * 45 mins Exam Preparation Lessons	£213	£193	£173	£159	£153
IELTS 30	22.5 hrs	9.00 - 2.30	15	20 * 45 mins Exam Preparation Lessons plus 10 * 45 mins General English Lessons	£275	£245	£217	£197	£187
Specialist Courses									
One to one	Per hour	Afternoons	1	One student to one teacher	£60 per hour				
Total Immersion 30	15 hours one to one. 15 Hours Teacher accompaniment on cultural activities, including 2 paid lunches in a local restaurant				£1,365				

Residences in 2018 (minimum age 18)

Name	Occupancy	Facilities	Per week
Brighton City Centre Residence (Sun to Sat)	Single	En-suite	£270
Phoenix Residence (Sun to Sat)	Single	En-suite	Jul & Aug only. Price to be confirmed

Transfers (one way)

Airport	Cost
Heathrow	£125
Gatwick	£85
Luton	£155
Stansted	£150
London City	£135

Shared Student House Accommodation (minimum age 18)

Name	Occupancy	Facilities	Per week
Terrie's (Sun to Sat)	Single	Shared	£208
Terrie's (Sun to Sat)	Twin	Shared	£198

Work and Study Programme - Fees

Placement	Length	Fee
Standard	4 - 16 weeks	£450
Standard	17+ weeks	£550
Specialist*	12 - 16 weeks	£525
Specialist*	17+ weeks	£625

Our Work and Study Programmes offer excellent opportunities to allow students to improve their professional credentials by completing a period of unpaid work experience in a professional English speaking environment. Placements are combined with a language course to improve overall ability.

The programme is open to EU and Tier 5 students only and there is a non refundable deposit of £240.

Homestay in 2018

Name	Occupancy	Facilities	Per week
Homestay B&B	Single	Shared	£139
Homestay half board	Single	Shared	£160
Homestay B&B	Twin	Shared	£132
Homestay half board	Twin	Shared	£139
Homestay B&B	Single	Private Bathroom	£232
Homestay half board	Single	Private Bathroom	£253

Insurance is available at £7.00 per week

Accommodation and Transfers - Important Notes

Twin rooms in homestay and residential accommodation are only available for two students travelling together. Accommodation is subject to availability. Other accommodation options may be available on request; please contact us for details.

There is a Peak Season supplement of £20 per week for all bookings in July and August. The supplement also applies to the City Centre Residence.

Shared transfer (up to 3 students travelling on the same flight) - please add £10 for each extra passenger and £10 for each extra drop off. Our drivers will wait for one hour after the landing time of each flight. Further waiting time will be charged pro-rata at £16 per hour.

Accommodation is Sunday to Sunday unless otherwise specified.

Terms and Conditions

Notes

All prices are per week and in GB Pounds unless otherwise stated. The following apply to all UK bookings: Enrolment fee £50 - Course materials £55 (including text book for the first course, access to Guided E-learning for duration of the course + 1 year once the student finishes - purchase of other course books may be necessary for courses going over more than one term).

Enrolment

To register for a UK course, simply complete the Enrolment Form and fax or send it to our Head Office in Greenwich at the address overleaf with the £150 deposit (UK). Alternatively enrol by sending an email to: admissions@oxfordinternational.com. You will receive written confirmation of your booking and an invoice for your fees by return.

Visa students: please attach a copy of your passport.

Students who wish to apply for a General Student Visas will be required to fill in other forms and provide further supporting documents in line with the UK Visas and Immigration regulations at the time of the booking. Please contact us for more details.

Age

The minimum age is 16 years. Oxford International English UK are happy to welcome students aged 16 and 17 on their adult language courses, however it should be understood that Oxford International English do not provide supervision for students who book an adult course. Parents or guardians of students aged 16 and 17 should complete our Under 18 Authorization Form (in Canada, our Parental Consent Form). Please contact us for details.

Insurance

Our Schools require students to have adequate health, accident and travel insurance while attending a school. Our schools reserve the right to require proof of insurance and, where proof is not available, students must immediately purchase at least one week insurance from Oxford International English. Oxford International English reserves the right to claim this cost from uninsured students, and during this week students must purchase insurance for their entire stay. Uninsured students may not attend class until proof of insurance is available and will not be refunded for loss of lessons.

Visa Students

In accordance with UK Visas and Immigration guidelines, we require payment of fees in full prior to issuing a visa letter or Confirmation of Acceptance of Studies (CAS). Courier fees are £40-£70 subject to postal area and weight. Students must notify Oxford International English immediately in the case of refusal or any changes to their status.

Refusal: If you fail to obtain your visa, you will receive a refund of the total amount except for a minimum £100 administration fee only after we receive written documentation from the consulate of your visa denial. Please note that there will also be a charge of one week's homestay accommodation fees for any cancellation or postponement notified less than 14 days before the start of the course. Specific terms will apply to residential accommodation.

Health

Students must inform Oxford International English of any mental or physical condition, allergy, or disability that may interfere with the completion of their course, affect the health and well-being of others or require special accommodation or treatment. Oxford International English will not be responsible in the case of any misrepresentation or wilful omission of information on the student's part.

Disabled Students

Greenwich and Vancouver are equipped for disabled access. Oxford International English is happy to give advice to disabled students and to assist them in choosing a programme that will meet their requirements. In order to assist us most, at the time of booking, be provided with full details in writing regarding any disability and any special requirements as a result of this.

Services

The company reserves the right to change details of its services, including courses, facilities, locations and course dates where circumstances beyond the company's control necessitate such changes, or where the number of enrolments is not enough to operate a course viably. **External Classrooms** - During busy periods, students may be taught off site. Further details will be available on the first day

Exam Courses and Exam Fees

Unless otherwise stated, General English courses in the UK are A2 to C1 CEFR level. A0/A1 courses available for Morning Classes at selected centres. Examination fees are not included in the course price and will be charged upon registration for the exams. The exams are booked at local examination centres and the following costs include P&P and administrative fees: £150 for FCE and £150 CAE; IELTS £158 - these include postage and administrative fees. For 2016 Oxford International English will offer specific course dates for the exam courses across all schools. Please contact us for course dates, booking forms and other courses available

WASP (Work and Study Programme) - UK

Our Work And Study Programmes offer excellent opportunities to allow students to improve their professional credentials by completing a period of unpaid work experience in a professional English speaking environment. Placements are combined with a language course to improve overall ability. Unpaid placements are available in Brighton and London, and we also offer paid work placements where students will be able to improve their language skills in paid positions around the country. Please note work placement is only available to EU students or Youth Mobility Scheme students - please contact us for more details.

When booking please state whether the placement is paid or unpaid, and how many weeks of language course are required. We will also require a full CV, passport photo and cover letter for the enrolment. Once these documents have been received, our staff will be in touch to arrange a telephone interview with our Placement Officer. Please allow up to 4/6 weeks for the placement to be finalised.

All WASP Students must book a language course of 2 weeks or more which is not included in the fees. Please refer to our WASP student agreement for more details and specific Terms & Conditions.

Public Holidays and our term dates

Relevant dates can be found on the enrolment form. Schools do not make up for lessons missed on Published Bank Holidays and there is no refund for lessons missed.

Student Holidays

Long stay students can arrange a holiday break of 2 weeks per 12 weeks of study (maximum 2 weeks at any one time) with a corresponding extension of their course ending date (subject to visa conditions where applicable). All holiday must be taken at least 4 weeks before the course ending date and must be requested a minimum of 2 weeks prior to the holiday period.

Social Programme

We organise a weekly social programme, including low cost weekend coach excursions and a selection of free and good value local activities and visits from Monday to Friday. For updated information on our weekly social programme schedule and approximate costs, please visit our School Facebook pages.

Resolution of Disputes

In the event of a dispute between a student and the school, procedures are in place to facilitate the resolution of the dispute. Complaints should first be made to the School Principal or Centre Manager. Each complaint will be fully investigated provided that it is received within 30 days of the course ending and all fees have been paid. If the matter is not resolved, the student should complain in writing to the Oxford International English Head Office (see back cover). All our schools in England are accredited by the British Council and are members of English UK. These organisations will handle unresolved complaints about our service. Please ask our Head Office for addresses and telephone numbers.

Attendance

Students must attend a minimum of 80% of their classes otherwise they may lose their place on the course. No refunds will be given and where applicable the Home Office will be informed. Any student who does not meet this will not receive an end of course certificate of attendance. It is the responsibility of students to inform reception of all illness and absence.

Accommodation

Accommodation is subject to availability. Other accommodation options may be available on request; please contact us for more details. All accommodation charges must be paid to Oxford International English directly and all prices are per person per week unless stated otherwise. A Peak Season Supplement of £20 per week during July and August in all centres will be applied on all accommodation.

Accommodation is reserved from the evening of the Sunday before the course begins until 10.00 am on the Sunday after the course ends, unless agreed otherwise. However, please always refer to the booking confirmation for final details of check-in procedure.

Students wishing to change their homestay accommodation must give 14 days' notice or pay up to 14 days in lieu. Specific terms will apply to residential accommodation.

Students requesting twin room accommodation and travelling without a companion may be required to book single room accommodation instead of twin room accommodation, should this not be available.

Where there is a special dietary requirement or other important requests, Oxford International English must be advised in writing as soon as possible. Whilst every effort will be made to meet these requests, they cannot be guaranteed.

Deposit and damage of property

In the event of damage to property, students must pay the full cost. Students booking residential accommodation may be required to pay a deposit on arrival. The deposit will be returned on the student's departure provided there is no damage, loss or extra cleaning to be paid for.

Changes to programmes and student behaviour

If Oxford International English cancels a programme after a student's enrolment, Oxford International English will refund all monies already paid by the student. However, we reserve the right to suspend or expel a student for misconduct deemed to be behaviour that repeatedly upsets the harmony of the school, without refund of fees.

Force Majeure

Oxford International English will not be responsible for any costs incurred by or on behalf of the student as a result of causes beyond our reasonable control. Such causes shall include but shall not be limited to riot, war, threat of war, civil strike, industrial dispute, terrorist activity, natural or nuclear disaster, unusually adverse weather conditions and infectious diseases.

Cancellation before arrival

To students cancelling over 14 days prior to the course or accommodation start date (whichever comes first), or to students who have had their visa application rejected, Oxford International English will refund fees received in full less a £100 administration fee. Students cancelling 14 days or fewer prior to the course or accommodation start date (whichever comes first) will be charged a cancellation fee equivalent to 1 week of tuition, 1 week of homestay accommodation and a £100 administration fee. Specific terms will apply to all cancellations which include residential accommodation.

For students requiring a student visa invitation letter, refunds are only granted to those who have had a visa refusal and have provided a copy of the refusal letter. Cancellation should always be made in writing and you will receive confirmation of cancellation by return.

Cancellation, reduction or shortening of courses after arrival

Visa students: Students who require a visa may not be able to shorten or reduce the number of lessons of their course due to the terms of their visa. Oxford International English cannot alter any course that is required to be completed under the terms of the student's visa.

Accommodation fees: For bookings of 7 weeks or fewer, there will be no accommodation refund. For bookings of 8 weeks and over, students must give notice in writing 4 weeks prior to termination; otherwise a 4 week cancellation fee will apply. Specific terms will apply to residential accommodation.

Tuition fees (Non refundable or course credit): No refund or credit will be offered for students who wish to reduce their number of lessons per week. For courses of 1-7 weeks in the UK tuition fees are non refundable and courses cannot be cancelled or shortened, or lessons reduced in number.

In the UK only, for courses of 8-23 weeks, students can shorten courses by a maximum of 2 weeks. Students must give a 2 week period of written notice. The resulting credit can only be used to upgrade tuition. Credit is not transferable or refundable. For courses of 24+ weeks, students can shorten courses by a maximum of 4 weeks. Students must give a 2 week period of written notice. The resulting credit can only be used to upgrade tuition.

Refunds

Any refunds due will be paid to the person or organisation who originally paid the fees and will be made within 45 calendar days of written confirmation.

Airport Transfers

Flight details including: date and time of arrival, flight numbers, airline and airport terminal must be advised 7 days prior to arrival. Students requesting an airport transfer should also provide their mobile number including the international area code. Airport transfer fees include a maximum of 1 hour waiting time. In the event of delays exceeding 1 hour, students will be charged the additional fee at the school. In the UK only, up to 3 students travelling on the same flight can request a shared transfer (please add £10 for each extra passenger and £10 for each extra drop off). For those students who have booked a transfer on arrival, we will send an Arrival Transfer Confirmation to reconfirm the student's flight details and arrival time. Students who have requested a departure transfer should speak to our School Administrators a few days before departure in order to agree a pick up time and collect their Departure Transfer Confirmation.

Payment

All course fees must be paid in full at least 14 days before your course start date. In the case of late bookings, you should pay immediately with your enrolment form in order to secure a place on the course.

Visa or MasterCard – A 2% surcharge applies to credit card payments in non-EU countries.

The following methods of payment are acceptable:

Cash in GB Pounds can only be accepted if paying in person and must be agreed beforehand with Oxford International English. Bank transfer in GB Pounds. All bank charges must be paid in advance by the sender. Please send a copy of the transfer document to Oxford International English with all payments and specify: Student's name, Centre, Dates and Invoice number

Our Schools

Greenwich

259 Greenwich High Road
London SE10 8NB

Tel: +44 (0)20 8293 1444

Fax: +44 (0)20 8293 1199

Brighton

10 Brunswick Place
Brighton BN3 1NA

Tel: +44 (0)1273 323220

Fax: +44 (0)1273 323290

Oxford

36-37 Pembroke Street
Oxford OX1 1BP

Tel: +44 (0)1865 791108



Oxford International is a global education provider of language education, academic studies and educational tours.

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