



**ISE - Intensive School of English Language Limited**

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## **ISE Curriculum and Course Provision**

The school offers popular and useful English language courses to foreign international students.

These are normally general English at all levels from Beginner to Advanced, Cambridge exam English at FCE, CAE and academic English (IELTS) from upper intermediate to proficiency level.

The academic year for these courses is divided into 3 terms. Teachers will normally use 1 coursebook per course per term. The coursebook list is compiled from the generally and best available books and teacher-reviewed each term. The language systems and skills contents pages of the coursebook form the courseplan for each course.

Teachers will also refer to the ISE syllabuses for each general/exam or IELTS level for language systems and skills to supplement the courseplan. These syllabuses are comprehensive – compiled from academic experience, Cambridge exams and various coursebooks. Teachers stick to language covered from the courseplan and the syllabus each week and add any extra to the syllabus. The syllabuses are then updated each term.

Teachers prepare a weekly plan for each course – available to students - including a balance of all language systems and skills work each day or week, communication work every day, conversation classes on Fridays, class writing at least once per week, and homework every day.

Teachers will also take into consideration student requests for specific course content in general, and specifically following their one-to-one monthly tutorials to complete ILPs. In the tutorials, students have the opportunity to express their views on the suitability of their course/level.

Regular social activities and class trip programmes complement and supplement the language learned in class, and broaden students' cultural awareness and integration.

Students join courses following a comprehensive placement test. There is continuous enrolment, flexible course length, and a choice of part-time, full-time, semi-intensive and intensive courses, according to student need.

Our classes are small (on average 8-12, with a maximum 16), and are of mixed nationality.

In case your teacher is unable to teach for any reason, ISE will endeavour to use a substitute teacher of at least equivalent experience and qualifications to deliver your class. ISE maintain a bank of substitute teachers for this purpose and our DOS and ADOS are the substitute teachers of first resort.



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For local part-time students, there is regular revision and review of the most important language areas covered, at least 1 class writing exercise per month, and homework available for days they do not attend.

Students are continuously assessed, and can move up from a level/course at any time through teacher recommendation or progress proficiency test success.

College certificates and reports are issued to all students at the conclusion of all courses stating the students' achieved level and detailed language ability.

We also run business English, ESP, one to one, and individual and on demand teacher training courses and on demand professional development courses.

Students also have access to teachers/academic management staff outside classroom time if they need further assistance with their studies or exam work.

All the procedures detailed above ensure that we continuously offer "Quality Education with Personal Attention" to all our students.

**Document history:**

12 January 2006 (Lawrence Eke, Chris Edge) First draft.

19 September 2012 (Lawrence Eke, Chris Edge, David Coulson, Anna Moroney) Revised and agreed.

17 December 2013 (Lawrence Eke, Anna Bernardi) Revised and agreed.

12<sup>th</sup> December 2014 (Lawrence Eke, Christine-Reba Edge)

13<sup>th</sup> March 2015 (Lawrence Eke) Revised and agreed

10<sup>th</sup> October 2018 (Chris Edge) Revised and agreed

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