



THE HELLENIC CENTRE

---

## **MODERN GREEK LANGUAGE COURSES 2010**

Day and evening Greek language courses from Beginners to Mastery level  
for groups and individuals by experienced, qualified teachers

**New term begins on Monday 11 January 2010**

Registration for all Winter Term Courses to be completed by Wednesday 6 January 2010

**£25 discount** if you register for both the Winter and Summer Term by Wednesday 11 January 2010

No place is guaranteed unless you register by the specified date

---

### **TERM DATES & HOLIDAYS**

**Winter Term** 11 January 2010 to 26 March 2010 (11 weeks)

**Easter Holidays** 27 March 2010 to 11 April 2010 (2 weeks)

**Summer Term** 12 April 2010 to 2 July 2010 (12 weeks)

**Summer Holidays** 3 July 2010 to 19 September 2010 (11 weeks)

**Autumn Term** 20 September 2010 to 17 December 2010 (13 weeks)

**Christmas Holidays** 18 December 2010 to 9 January 2011 (3 weeks)

16-18 Paddington Street, Marylebone, London W1U 5AS T: 020 7487 5060 F: 020 74864254 [www.helleniccentre.org](http://www.helleniccentre.org)

Hellenic Community Trust, a Company limited by guarantee - Charity Reg. No. 1010360 Registered office: Caprini House, 163/173 Praed Street, London W2 1RH - Reg. in England No. 2643543

### WINTER TERM COURSES TIMETABLE

Day & Time	Monday	Tuesday	Wednesday	Thursday	Friday
<b>12.30-2pm</b>	Grammar & Conversation	Beginners 2	Intermediate 2	Advanced 2	Intermediate 3
<b>6-9pm</b>	Certificate Level A	Certificate Level C	Certificate Level B	Certificate Level D	Beginners 1
<b>6.30-8pm</b>	Fast Track Beginners 1+2	Beginners 1	Fast Track Beginners 1+2	Fast Track Beginners 3+4	Beginners 2
<b>6.30-8pm</b>	Intermediate 3	Fast Track Beginners 3+4	Beginners 2	Beginners 3	Intermediate 2
<b>6.30-8pm</b>	Advanced 1	Intermediate 1	Intermediate 2	Intermediate 3	Reading & Writing Skills
<b>6.30-8pm</b>	Advanced 2	Advanced 3	Intermediate Conversation	Proficient 2	
<b>6.30-8pm</b>	Advanced Conversation				

#### Notes on Winter Term Courses

1. Students who are **ABSOLUTE BEGINNERS** must register for **BEGINNERS 1** on one of the following days: Tuesday 6.30pm or Friday 6.30pm. Absolute Beginners wishing to do an intensive course have to register for Fast Track Beginners 1+2 (see note below).
2. **FAST TRACK BEGINNERS 1+2** runs **TWICE A WEEK** (Mondays and Wednesdays) and is suitable for absolute Beginners. In order to complete the course successfully students need to attend both days. This course covers the syllabus for Beginners 1 and Beginners 2.
3. Students wishing to register for **BEGINNERS 2** must register for one of the following days: Wednesday 12.30pm or Wednesday 6.30pm or Friday 6.30pm.
4. **FAST TRACK BEGINNERS 3+4** runs **TWICE A WEEK** (Tuesdays and Thursdays) and is suitable for students who have completed Fast Track Beginners 1+2 or Beginners 2. In order to complete the course successfully students need to attend both days. This course covers the syllabus for Beginners 3 and Intermediate 1.
5. Students wishing to register for **INTERMEDIATE 2** must register for one of the following days: Wednesday 12.30pm or Wednesday 6.30pm or Friday 6.30pm.
6. Students wishing to register for **INTERMEDIATE 3** must register for one of the following days: Monday 6.30pm or Thursday 6.30pm or Friday 12.30pm.

### SUMMER TERM COURSES TIMETABLE

Day & Time	Monday	Tuesday	Wednesday	Thursday	Friday
<b>12.30-2pm</b>	Grammar & Conversation	Beginners 3	Intermediate 3	Advanced 3	Advanced 1
<b>6-9pm</b>	Certificate Level A	Certificate Level C	Certificate Level B	Certificate Level D	Beginners 2
<b>6.30-8pm</b>	Fast Track Beginners 3+4	Beginners 2	Fast Track Beginners 3+4	Fast Track Intermediate 1+2	Beginners 3
<b>6.30-8pm</b>	Advanced 1	Fast Track Intermediate 1+2	Beginners 3	Beginners 3	Intermediate 3
<b>6.30-8pm</b>	Advanced 2	Intermediate 2	Intermediate 3	Advanced 1	Reading & Writing Skills
<b>6.30-8pm</b>	Advanced 3	Proficient 1	Intermediate Conversation	Proficient 3	
<b>6.30-8pm</b>	Advanced Conversation				

#### Notes on Summer Term Courses

1. The Summer Term Courses Timetable was correct at the time of printing. An updated version will be available in March 2010.
2. A Beginners 1 course will be on offer in the Summer Term. Details will be available in March 2010.

## FEES

<b>COURSE</b>	<b>WINTER TERM</b> 11/1/10-26/3/10 <b>11 weeks</b>	<b>SUMMER TERM</b> 12/4/10-2/7/01 <b>12 weeks</b>	<b>WINTER &amp; SUMMER TERM</b> 11/1/10-26/3/10 & 12/4/10-2/7/01 <b>23 weeks</b>
Beginners, Intermediate, Advanced, Proficient, Grammar & Conversation, Intermediate Conversation, Advanced Conversation, Reading & Writing Skills	<b>Fees received by 6/1/10</b> £100, £90 concessions*	<b>Fees received by 2/4/10</b> £105, £95 concessions*	<b>Fees received by 6/1/10</b> £180, £160 concessions*
	<b>Fees received after 6/1/10</b> £105, £95 concessions*	<b>Fees received after 2/4/10</b> £110, £100 concessions*	<b>Fees received after 6/1/10</b> £185, £165 concessions*
Fast Track Beginners 1+2, Fast Track Beginners 3+4, Fast Track Intermediate 1+2	<b>Fees received by 6/1/10</b> £195, £175 concessions*	<b>Fees received by 2/4/10</b> £200, £180 concessions*	<b>Fees received by 6/1/10</b> £370, £330 concessions*
	<b>Fees received after 6/1/10</b> £200, £180 concessions*	<b>Fees received after 2/4/10</b> £205, £185 concessions*	<b>Fees received after 6/1/10</b> £375, £335 concessions*
Certificate of Attainment	<b>Fees received by 6/1/10</b> £165, £145 concessions*	<b>Fees received by 2/4/10</b> £170, £150 concessions*	<b>Fees received by 6/1/10</b> £310, £270 concessions*
	<b>Fees received after 6/1/10</b> £170, £150 concessions*	<b>Fees received after 2/4/10</b> £175, £155 concessions*	<b>Fees received after 6/1/10</b> £315, £275 concessions*

\* Concessions apply to Hellenic Centre Members, OAPs, Full-Time Students, Westminster ResCard Holders, Registered Unemployed and Registered Disabled. Proof of identity is required.

## PRIVATE TUITION

A minimum of 10 hours has to be booked and paid for in advance. Each 10 hour block has to be used within 4 months from the start date. A contract between the Centre and the student(s) specifies the terms and conditions of tuition. Student(s) wishing to book a trial lesson have to pay the hourly fee plus £30 administration fee. The administration fee is not refundable in the event they decide not to proceed with private tuition after the trial lesson. Terms and Conditions for enrolment apply also to private tuition.

<b>NO OF STUDENTS</b>	<b>FEES PER HOUR</b>	<b>DAY</b>	<b>LOCATION</b>
1 student	£30 £35 £40	Monday to Friday Monday to Friday Weekend	Hellenic Centre Student's house or workplace Student's house or workplace
2 students	£25 per student £30 per student £35 per student	Monday to Friday Monday to Friday Weekend	Hellenic Centre Student's house or workplace Student's house or workplace

Further information for Greek Courses on 020 7563 9831 or [greekcourses@helleniccentre.org](mailto:greekcourses@helleniccentre.org)

## **TERMS & CONDITIONS FOR ENROLMENT AND COURSE ATTENDANCE**

### **1. General Requirements**

All Hellenic Centre courses are for adults. To register for any of our courses you need to be 18+.

### **2. Payment**

- Fees are payable in advance, are exclusive of books and are not charged pro rata.
- Fees must be paid in full, ten days before the start date unless otherwise specified. Any enrolment received after the specified registration period is subject to a £5 administrative fee. No discount is given to students who join late in the term.
- No enrolment will be processed and no student will be able to attend classes until full payment is received
- Once payment is received your place is guaranteed and you are expected to turn up on the first day of your course. A receipt will be sent upon request.
- Concessionary fees apply only to the following: Hellenic Centre Members, OAPs, Full-Time Students, Westminster ResCard Holders, Registered Unemployed, Registered Disabled. Proof of identity is required.

### **3. Cancellation and refunds**

- Students are advised to consider carefully their circumstances and personal commitments before enrolment as no cancellation or refund will be possible once the term commences.
- Fees will be refunded only if a written cancellation note is received **before** the beginning of the term. The following charges apply: £20 if cancellation note is received 15 days before the term commences, £30 if it is received between 15 days and the day before the term commences.
- Fees cannot be transferred to cover payment for a course in another academic year.
- If the Hellenic Centre cancels a course the full course fee will be reimbursed.

### **4. Class size/placement**

- Our courses have at least 5 and at most 20 students. If fewer than 5 students have registered on the starting date, we reserve the right to cancel or postpone the course. Students however, have the opportunity to move to another course or to receive a full refund of the course fee.
- Changes from one course to another are only possible within the same enrolment period and only during the first 3 weeks of the term.
- Placement to a course will be determined by interview and test.
- If students insist joining/remaining on a course which is not for their level, then they can do so at their own responsibility.

### **5. Attendance and Assessment**

- Students are expected to attend regularly. In the event of absence it is the student's responsibility to find out what has been covered in the class in order to catch up as the tutor has to follow the syllabus and the class has to progress accordingly.
- Assessment is continuous through active participation in the class and homework. It is highly recommended that all students participate in the evaluation test at the end of the academic year.

### **6. Holidays**

There are three holiday periods: Christmas, Easter and Summer. No classes will take place during the Greek Easter Holy Week but that will not affect the number of sessions per term. The Hellenic Centre is also closed during English Bank Holidays. Classes falling on a Bank Holiday will be rescheduled.