



**International House** London



**IELTS  
Preparation  
Courses &  
Test Dates  
2010**

[www.ihlondon.com/ielts](http://www.ihlondon.com/ielts)

**IELTS**<sup>™</sup>  
English for International Opportunity

Accredited by the  
 **BRITISH  
COUNCIL**

# IELTS Preparation Course Booking Form



Please make all cheques / postal orders payable to International House London  
**PLEASE WRITE IN BLOCK CAPITALS**

First name																										
Family name																										
Nationality																										
Title (Dr/Mr/Mrs/Miss/Ms)							Date of Birth	d	d	m	m	y	y													
Address																										
																			Postcode							
Tel no.																										
Fax no.																										
Mobile no.																										
Email																										
Please enrol me on	<input type="checkbox"/>	1-week full-time Intensive IELTS Preparation Course	£																							
	<input type="checkbox"/>	4-week, 15 lessons per week IELTS Preparation Course	£																							
	<input type="checkbox"/>	4-week, evening IELTS Preparation Course	£																							
		Registration Fee (add this for 15 lesson course only)	£	80.00																						
Preferred course dates:	From						d	d	m	m	y	y	to						d	d	m	m	y	y		
												<b>Total payment enclosed: £</b>														
If paying by Credit Card please complete the details below:																										
Card no.																										
Valid From	m	m	y	y	Expiry date						m	m	y	y												
Name of Cardholder																										
Signature																										

For office use only

Date

Receipt no.



**1 - week, full time intensive IELTS Preparation Course**

This course is Monday to Friday - 09.00 to 12.00 and 13.15 to 15.15. Each lesson is 55 minutes long.  
**Course Fee:** £320.00 (Test fee not included in the course fee).

**IELTS 1-week full-time Preparation Course start dates**

2010					
January		4th	11th	18th	25th
February	1st	8th	15th	22nd	
March	1st	8th	15th	22nd	29th
April		5th*	12th	19th	26th
May		3rd*	10th	17th	24th/31st*
June	7th	14th	21th	28th	
July		5th	12th	19th	26th
August	2nd	9th	16th	23rd	30th*
September		6th	13th	20th	27th
October		4th	11th	18th	25th
November	1st	8th	15th	22nd	29nd
December		6th	13th		

\*Courses that fall on a Bank Holiday will start on the Tuesday and run for four days at a reduced (*pro rata*) fee.  
 Timetable 9.00 - 12.00 and 13.15 - 16.30

**4 - week, 15 lessons per week IELTS Preparation Courses start on the following dates:**

4th January, 1st February, 1st March, 12th April, 10th May, 7th June, 5th July, 2nd August, 31st August, 27th September, 25th October, 22nd November.  
 This course is Monday to Friday - 13.15 to 16.15 starting every month.  
**Course Fee:** £940.00 + £80.00 Reg. fee. (Test fee not included in the course fee).

**4 - week, Evening IELTS Preparation Courses start on the following dates:**

5th January, 2nd February, 2nd March, 13th April, 11th May, 8th June, 6th July, 3rd August, 31st August, 28th September, 26th October, 23rd November.  
 This course is Tuesday and Thursday - 18.30 to 20.30 starting every month.  
**Course Fee:** £295.00 (Test fee not included in the course fee).

All materials are included on all the above courses.

*International House London guarantees to offer you an IELTS Test within 4 weeks of the end of the first week of the Preparation Course provided that you book your Test no later than the first day of the course (4 - week preparation course only).*

## How do I book an IELTS Preparation Course?



1. Decide which course and which course dates you would like and then complete the attached *IELTS Preparation Course Booking Form*.
2. Return the completed Booking Form with your payment. (**Remember the test fee is not included**).  
Cheques and postal orders should be made payable to International House London.

Your place on the Preparation Course and the Test can only be confirmed when your completed forms and payment have been received.

## IELTS Preparation Courses International House London



### Why should I do an IELTS Preparation Course?

Many IELTS candidates do not get the band score that they should because they are not familiar with the IELTS Test format. IELTS Preparation Courses at International House London are designed to give candidates:

- A very good understanding of the IELTS Test
- Practice in the 4 parts of the Test : Listening, Reading, Writing and Speaking
- A full “mock” (practice) test under examination conditions
- Individual feedback

The maximum number of students in a group is 14 (the average is 10) so the teacher is able to give a lot of individual help and support.

### What level of English do I need to be accepted on to these courses?

IELTS Preparation courses prepare candidates who need to take the **Academic Module** and you will need to have an **Upper Intermediate (CEF B1)** or **Advanced (CEF C1)** level of English to benefit from them.

These courses are not suitable for lower level students or for candidates wishing to take the General Training Module.

### For more information please contact:

International House London  
16 Stukeley Street, London, WC2B 5L Q, United Kingdom  
Phone: +44 (0) 20 7611 2400  
Fax: +44 (0) 20 7117 4175

[www.ihlondon.com/ielts](http://www.ihlondon.com/ielts)

e-mail: [info@ihlondon.com](mailto:info@ihlondon.com)

On the day of the IELTS test you **MUST** present your **original, current passport**. We will **not** accept photocopies (even if they are certified copies) or letters from the Home Office.

*You will not be permitted to sit the exam without a valid passport.*

If you are an **EU citizen**, you can use your National ID card for registration. **Please note that only EU citizens can present their National ID card instead of a passport.**

### CANCELLATION & TRANSFER POLICY

You can cancel or change the date of your test if you request the change more than five weeks before your test date. You will be charged a £25 fee. You will be charged the **full test fee** if you postpone or cancel your test in the 5 weeks before the test. If you are submitting your application form in the 5 week period before the test date, you will not be able to change or cancel your test.

### TEST RESULTS

- Test results are posted on the 13th day after the test
- **Please do not ask for results by telephone/fax/e-mail/text, as this is not permitted**
- Candidates wishing to collect their results in person from the IELTS centre at International House **MUST** request the collection on their application form and make sure that they have their passport when collecting the results
- Replacement Test Report Forms are not provided in the event of loss
- Candidates are allowed to request up to 5 copies of the test results to be posted to educational institutions, government bodies or an employer. The addresses should be provided on page 3 of the IELTS Application Form
- Candidates can also request additional copies to be sent to institutions after the test. There is a fee of £5 per copy for this service.

### COMPLAINTS PROCEDURE

If you are unhappy with any aspect of the IELTS service you have received from The IELTS Centre at International House London and wish to make a complaint, you can do so by sending a letter to our office detailing the problem. Alternatively, you can complete a Candidate Complaint Form on the day of your test.

For further information about IELTS test dates and how to apply please contact us via the email address or telephone number below.

[www.ihlondon.com/ielts](http://www.ihlondon.com/ielts)

[ielts@ihlondon.com](mailto:ielts@ihlondon.com)

Tel: +44 (0) 20 7611 2410

2009	Saturday	Thursday	Saturday	Thursday	Saturday
January	9th*		23rd*		30th
February	6th		20th*		27th
March	6th*		20th*		27th
April	10th*		17th*		24th
May	8th*		15th		29th
June	5th*	17th	19th		26th*
July	10th		17th*		31st*
August	14th	5th*	21st*		28th
September	4th		11th*		25th*
October	9th*		23rd		30th*
November	6th		20th*		27th
December	4th*		11th*		18th

There are three Saturday tests each month.

On dates marked with an asterisk (\*) both Academic and General Training modules are available.

On all other dates only the Academic module is available.

## Step by step instructions on how to book a test

You can register for an IELTS test by post or in person. If you would like to register in person, please come to our office during opening hours, which are 10.00 a.m. to 11.30 a.m every weekday morning. To register for a test, please follow the 3 steps below.

### Step 1

#### Complete the application form

(You can download the application from [www.ihlondon.com/ielts](http://www.ihlondon.com/ielts))

### Step 2

**Attach 2 photographs, a copy of your passport (the page with your picture, passport expiry date, and your signature) and the test fee.** The test fee is currently £110. Cheques should be made payable to International House IELTS. You can also pay by credit card.

### Step 3

#### Post your application to:

IELTS Centre  
International House London  
16 Stukeley Street  
London  
WC2B 5LQ

OR

#### Bring it in person to our office:

Opening hours are 10.00 a.m - 11.30 a.m  
every weekday morning

Cash payments can only be made in person.