

Things To Know Before You Register

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 £30.00 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 £5.00 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 :

www.ihlondon.com/ielts
ielts@ihlondon.com
Tel: +44 (0) 20 7611 2410

IELTS is jointly owned by the British Council, IDP: IELTS Australia and University of Cambridge ESOL Examinations.

IELTS Test Dates 2012

| 2012 | Saturday | Thursday | Saturday | Saturday |
|-----------|----------|----------|----------|----------|
| January | 7* | | 14 | 21* |
| February | 4 | | 18* | 25 |
| March | 10* | | 17 | 31* |
| April | 14 | | 21* | 28 |
| May | 12* | | 19 | 26* |
| June | 9* | 14† | 16 | 30* |
| July | 7 | 12*† | 21* | 28 |
| August | 4* | 9† | 11 | 25* |
| September | 1* | 6† | 15 | 22* |
| October | 13* | | 20 | 27* |
| November | 3 | | 17* | 24 |
| December | 1* | | 8* | 15 |

There are three Saturday tests each month.

* Both Academic and General Training modules are available. (On all other dates only the Academic module is available).

† Speaking test is held on the following Saturday.

How To Book A Test

Step 1

Complete the application form
(You can download the application from 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 £130.00. Cheques should be made payable to International House IELTS. You can also pay by credit card by downloading the form from www.ihlondon.com/ielts

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 10am - 11.30am
every weekday morning

Cash payments can only be made in person.



**International
House
London**

**IELTS
Preparation
Courses &
Test Dates
2012**

www.ihlondon.com/ielts

IELTSTM
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

Address

Postcode

Tel no.

Fax no.

Mobile no.

Email

Please enrol me on 1-week full-time Intensive IELTS Preparation Course £

4-week, 15 lessons per week IELTS Preparation Course £

4-week, evening IELTS Preparation Course £

Registration Fee (add this for 15 lesson course only) £ **9 0. 0 0**

Preferred course dates: From to

Total payment enclosed: £

If paying by Credit Card please complete the details below:

Card no.

Valid From Expiry date Security code

Name of Cardholder

Signature

For office use only

Date Receipt no.



Choose Your IELTS Preparation Course

1 - week - full time intensive IELTS Preparation Course

The focus of this course is on exam skills and practice for IELTS rather than language development. This course runs for one week from Monday to Friday and contains 25 lessons (55 minutes per lesson). Lessons are 9am - 12pm (with a 15 minute break), and 1.15pm - 3.15pm (with a 10 minute break).

You need an Upper Intermediate (CEF B2) level of English or above for this course. Maximum class size of 12 students. Total course lesson time: 22 hours and 55 minutes.

Course Fee: £360.00 (test fee not included in the course fee).

IELTS 1-week full-time Preparation Course start dates

| 2012 | | | | | |
|-----------|----|-----|----|----|-----|
| January | 3* | | 16 | | 30 |
| February | | 13 | | 27 | |
| March | | 12 | | 26 | |
| April | | 10* | | 23 | |
| May | | 8* | 21 | | |
| June | | 11 | 18 | 25 | |
| July | 2 | 9 | 16 | | 30 |
| August | 6 | 13 | 20 | 23 | 28* |
| September | 3 | 10 | 17 | | |
| October | 1 | | 15 | | 29 |
| November | | 12 | | 26 | |
| December | | 10 | | | |

*Courses that contain a Bank Holiday will start on Tuesday and run over four days from 9am - 12pm (with a 15 minute break), and 1.15pm - 4.30pm (with a 15 minute break).

4 - week - 15 lessons per week IELTS Preparation Courses

An intensive course that focuses on the academic skills for reading, listening, speaking and writing English needed to pass the IELTS test. Start dates Jan 3*, 30, Feb 27, Apr 10*, May 8*, Jun 6**, Jul 2, 30, Aug 28*, Sep 24, Oct 22, Nov 19

This course is Monday to Friday - 1.15pm - 4.15pm.

* Course starts on a Tuesday ** Course starts on a Wednesday

Course Fee: £1050.00 + £90.00 registration fee (test fee not included in the course fee).

4 - week - Evening IELTS Preparation Courses

Learn the academic language skills you need to pass the IELTS test in just four weeks.

Start dates Jan 3, 31, Feb 28, Apr 10, May 8, Jun 6*, Jul 3, 31, Aug 28, Sep 25, Oct 23, Nov 20,

This course runs on Tuesday and Thursday - 6.30pm to 8.30pm.

*starts on a Wednesday

Course Fee: £320.00 (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?

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.

About IELTS Preparation Courses at IH London

Why should I do an IELTS Preparation Course?

All of our courses are designed to improve your academic language skills for the IELTS Test and to familiarise you with the test format.

Take a preparation course to:

- Gain a good understanding of the IELTS test
- Practice the four parts of the test: Listening, Reading, Writing and Speaking
- Experience a full 'mock' or practice test under examination conditions
- Benefit from individual feedback from your teacher.

The average number of students in each class is 10 (with a maximum of 14) 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 as such they focus predominantly on academic English language skills. You need to have an Upper Intermediate (CEF B2) 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. We will ask you to take an online level test prior to an IELTS course to make sure it is suitable for you.

For more information please contact:

International House London
16 Stukeley Street, London, WC2B 5LQ, United Kingdom
Phone: +44 (0) 20 7611 2400
Fax: +44 (0) 20 7117 4179

www.ihlondon.com/ielts

e-mail: info@ihlondon.com