

SELF FUNDED COURSES
INFORMATION AND T&Cs

ONLINE LIVE GROUP COURSES • September 2022

Course information

- ☑ Engaging & interactive fun classes.
- ☑ Fully qualified, native & experienced teachers.
- ☑ 11-week course, 11 hours, 1 hour per week.
- ☑ Small group courses 4-8 students (average 4)
- ☑ Currently all classes are online but we can also arrange in-person classes at your office/home.
- ☑ These courses are self-funded.
- ☑ Courses tailored to the group & focused on conversation. Teachers assess students' needs & interests in the first class and recommend the most appropriate language book to use.

Price: £173 per person
11 week courses

Spanish, French, German, English & Italian courses for a group of 4 or more people

If the number of students is below the required minimum of 4, we will still offer the course with a fee/time adjustment. Alternatively the course fee will be refunded in full. [We also offer 121 courses.](#)

Find a course

LANGUAGE	LEVEL	DAY	TIME	START	END	DURATION
French	A1	Mon	1230-1330	19 Sept	28 Nov	11 weeks
French	B1	Thu	1230-1330	22 Sept	1 Dec	11 weeks
French	B2/C1	Thu	1330-1430	22 Sept	1 Dec	11 weeks
Spanish	A1	Mon	1200-1300	19 Sept	28 Nov	11 weeks
Spanish	A2	Mon	1300-1400	19 Sept	28 Nov	11 weeks
Spanish	B1	Tue	1200-1300	20 Sept	29 Nov	11 weeks
Spanish	B2/C1	Tue	1200-1300	20 Sept	29 Nov	11 weeks
Italian	A1	Tue	1200-1300	20 Sept	29 Nov	11 weeks
Italian	B1	Tue	1300-1400	20 Sept	29 Nov	11 weeks
German	A1	Mon	1200-1300	19 Sept	28 Nov	11 weeks
German	A2/B1	Mon	1300-1400	19 Sept	28 Nov	11 weeks

If you have different requirements for days and/or times please get in touch!
We also offer other languages & Legal Spanish/French

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Booking a course it's easy

1

Contact us to discuss/assess your level

Email liz@succeedinlanguages.com or telephone 0797 654 501
Please see CEFR chart below used for assessment

2

Pay for your course

You will receive an email with your invoice for payment via bank transfer or debit/credit card
Please note that by sending payment you confirm you have read, understand and agree to the T&Cs for your language course and to Succeed in Languages GDPR Policy <https://succeedinlanguages.com/terms-conditions/>

3

Receive a link to your online classroom

Your teacher will email your link once the course has been confirmed

4

Learn & have fun!

The Common European Framework of Reference for Languages (CEFR) is an international standard for describing language ability. It describes language ability on a six-point scale, from A1 for beginners, up to C2 for those who have mastered a language.

CEFR Levels	Listening	Reading	Speaking	Writing
A1	Can understand simple sentences	Can understand simple sentences	Can communicate in short phrases	Can produce short, simple postcards
A2	Can understand the overall meaning of short, simple, clear messages	Can read short, simple texts, e.g. personal correspondence	Can communicate in sentences in everyday situations	Can produce short, simple notes, messages and personal letters
B1	Can understand important information regarding work, free time, etc.	Can comprehend text written in everyday language	Can participate in conversations about family, hobbies and work	Can produce simple, connected text on familiar themes
B2	Can follow lengthy statements and most TV programmes	Can understand newspaper articles and literary prose	Can communicate fluently and spontaneously	Can produce detailed texts and effectively present an argument
C1	Can understand lengthy statements and TV programmes without great effort	Can comprehend complex and literary texts	Can express thoughts fluently, spontaneously and precisely	Can produce clear, well-structured texts on complex subjects
C2	Can understand complex language with ease, also when spoken quickly	Can comprehend any text with ease	Can participate effortlessly in all conversations and discussions	Can produce and discuss sophisticated and complex texts

Terms & Conditions

Booking and payment

Course fees must be received in full in advance of the commencement of the courses and are proof of booking and also acceptance of our T&Cs.

There is no VAT charge on our fees.

The course fee does not include any books or course materials.

For virtual classes, students will receive an email with a link to their course once full payment has been received.

Travel outside of London Zone 2 will be charged at cost price. The hours of tuition must exceed the travel time.

The course must be completed within a six-month period, unless agreed differently and in writing between the student and Succeed in Languages. After this period unused tuition is not transferable. Please note that by sending payment you confirm you have read, understand and agree to both Succeed in Languages T&Cs and GDPR Policy. <https://succeedinlanguages.com/terms-conditions/>

Students

If a new student would like to join this course or is interested in tuition, they should contact Succeed in Languages in order to assess their suitability for the course.

Equipment

Virtual classes will take place via cloud based video conferencing with a PC, mobile phone or tablet. Students must have IT equipment of a high enough standard and an internet connection which is fast enough to hold the class.

Students must use a good pair of headphones and need to be in a quiet room with no background noise.

Teachers will not delay the start of the class or be held responsible for students who have technical issues.

Class reschedule policy

Group courses

Classes can exceptionally be rescheduled (if both the teacher and all the students agree) by contacting the teacher directly with a minimum of 24-hour notice between 9am and 5pm Monday to Friday.

For a Monday morning class notification will need to be received by the teacher by 5pm on Thursday the week before.

If less than 24-hour notice is given the class will be charged as taken.

One-to-one courses

For best learning outcome it's advisable to keep to the arranged regular class schedule.

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For a Monday morning class notification will need to be received by the teacher by 5pm on Thursday the week before.

If less than 24-hour notice is given the class will be charged as taken.

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Refunds and cancellations

Course fees are non-refundable but the course start date can be postponed for a maximum of 6 months.

In the unlikely event that your teacher is unable to teach a class due to illness, bereavement or acts of God, your teacher will be substituted or the class postponed to another time mutually agreed by the client and the teacher.

Missed classes due to illness, holiday or any other reason will not be refunded.

These courses are not pay-as-you-go classes.

Bank holidays

Lessons falling on a bank holiday day will not take place and therefore the course end date will be extended.

Other

Legal language courses are courses to learn a language used in a legal environment context. They are not legal advisory courses.

Data protection

The information stored by Succeed in Languages is in accordance with the data protection act and GDPR legislation.

We will only use your personal data for courses administration, accounts preparation and marketing purposes.

We ensure you that none of your personal details will be shared with 3rd party companies and that all information is stored securely.

The aim of the GDPR is to protect the public from privacy and data breaches, therefore Succeed in Languages has applied such a measure to meet new legislation.

If you wish your details to be deleted from our database please contact us. This is in accordance with the GDPR Right to be Forgotten.