PLAYA DEL CARMEN
Spanish courses
2018

INFORMATION FOR AGENTS

International House Riviera Maya is a member of the International House VIVA Group.
www.viva-group.info
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1.3 Latin Dancing
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Part 1: Introduction

With around 450 million native speakers worldwide, Spanish is without doubt one of the world’s most widely spoken languages. How many people speak Spanish as a second language is almost impossible to calculate, but one thing is certain: Interest in learning Spanish has been increasing very rapidly over the past 20 years.

In response to this growing demand our group of companies has developed a wide range of Spanish courses in a number of different locations both in Spain - Barcelona, Palma de Mallorca and Tarragona - and in Latin America: Playa del Carmen (in Mexico) and Bogotá (in Colombia).

Apart from sharing the same high quality of teaching and customer care, all five locations also guarantee students a hugely enjoyable cultural experience.

With five locations and a wide range of courses and other services in each location, it is obvious that our agents need a detailed user’s manual to help them find the key information they need.

To try and keep things simple we have therefore produced a separate Agents’ Manual for each location.

The aim of these manuals is to provide our agents with all the information they might need so that they, in turn, can pass on this information to their clients. We have therefore tried to produce a comprehensive account of the services we provide, but if you do have any questions that our manuals don’t answer, please don’t hesitate to contact us.

Reminder

All the course programs we offer (Barcelona, Palma de Mallorca, Tarragona, Playa del Carmen and Bogotá) are currently administered through IH Barcelona. This means that all enquiries, enrolments and payments should be sent to IH Barcelona.
Part 2: Playa del Carmen

The Background

International House Riviera Maya was set up as a joint venture between IH Mexico City and IH Barcelona and benefits from more than 40 years experience in language teaching and language teacher training that these two schools provide. If you’re looking for a school where your students can study Spanish effectively in a safe, relaxing and beautiful environment, this is the school for you.

A Brief History of IH Riviera Maya

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar 2003</td>
<td>Jonathan Dykes, Director of IH Barcelona and Ariel López, Director of IH Mexico City start to discuss the possibility of setting up a Spanish school in Mexico together.</td>
</tr>
<tr>
<td>June 2003</td>
<td>Jonathan, Ariel and Carmen Sánchez (Marketing Manager at IH Barcelona) undertake a tour of Mexico looking for the right location for the school. They find it: Playa del Carmen on Mexico’s stunning Caribbean coast. They also find the perfect building in an ideal location!</td>
</tr>
<tr>
<td>Sept 2003</td>
<td>International House Riviera Maya is formally constituted as a Mexican company. The shareholders are IH Barcelona (60%) and IH Mexico City (40%). Work starts on renovating the building.</td>
</tr>
<tr>
<td>Nov 2003</td>
<td>We run our first course: a Spanish teacher-training course designed to recruit and train teachers for the new school.</td>
</tr>
<tr>
<td>Jan 2004</td>
<td>We run our first Spanish courses.</td>
</tr>
<tr>
<td>Apr 2004</td>
<td>We run our second Spanish teacher training course in Playa del Carmen.</td>
</tr>
<tr>
<td>May 2004</td>
<td>We run our first English teacher training course (CELTA).</td>
</tr>
<tr>
<td>July 2004</td>
<td>We start our English teaching department, offering English language courses to people from the local community.</td>
</tr>
<tr>
<td>May 2005</td>
<td>We organise the 11th IH Agents' Workshop.</td>
</tr>
<tr>
<td>June 2005</td>
<td>We open our new student residence.</td>
</tr>
<tr>
<td>July 2005</td>
<td>The school becomes a Cambridge exam centre.</td>
</tr>
<tr>
<td>July 2006</td>
<td>We offer our first TKT training course.</td>
</tr>
<tr>
<td>Jan 2008</td>
<td>We run our first IELTS exam.</td>
</tr>
<tr>
<td>Jan 2009</td>
<td>The school becomes a DELE Exam Centre.</td>
</tr>
<tr>
<td>Sept 2011</td>
<td>We run our first DELTA course.</td>
</tr>
<tr>
<td>Apr 2012</td>
<td>We host the IH Mexico DOS Conference.</td>
</tr>
<tr>
<td>Jan 2014</td>
<td>We celebrate our 10th Anniversary!</td>
</tr>
<tr>
<td>Nov 2015</td>
<td>IH Riviera Maya becomes an Instituto Cervantes accredited centre.</td>
</tr>
</tbody>
</table>
What makes IH Riviera Maya different?

We think there are several factors that make IH Riviera Maya stand out from the increasingly large crowd of Spanish language schools.

1. A Wonderful Location

The location of the school is also ideal. It's just 30 meters from 5th Avenue, Playa del Carmen's main street which is teeming with all kinds of shops, restaurants and bars. The school is also just two blocks from the beach, so students can be swimming in the idyllic water of the Caribbean less than 10 minutes after finishing class.

2. The School Building

International House Riviera Maya is housed in two adjoining buildings, an elegant, colonial style house at the front, which has the school reception on the ground floor and two furnished apartments on the upper floors; and a large 3-storey building overlooking the garden at the back. This large 3-storey building was designed specifically for the school. This means that each classroom is the ideal size, they all have natural light and they all have individual air-conditioning units that can make quite a difference when the temperature and humidity both begin to rise.

3. The Student Residence

IH Riviera Maya also has its own, purpose-built student residence, only a 10 minute walk from the school and 3 blocks from the beach. The residence has 22 double rooms, which students can share or have for their individual use. Each room has its own bathroom as well as a flat screen TV and refrigerator, ceiling fan and air-conditioning unit. The residence also has a large kitchen and dining room and four terraces where students can socialise and enjoy the sea breezes blowing in under the palm-thatched roof. Last but not least, the residence also offers Wi-Fi Internet access so students who have their own wireless enabled devices should be able to connect to the Internet throughout the premises.

4. Teacher Training

International House was a pioneer in the development of practical training courses for teachers of Spanish and has continued to be an innovative leader in this field. The language teachers that we train are acknowledged as amongst the most able, creative and authoritative within their profession. The fact that our teacher training programmes have been recognised by University of Barcelona, one of Spain's most prestigious universities, is itself another indication of their excellence.

5. Teaching and Training Materials

A significant number of IH teachers, past and present, have been involved in the writing of best-selling Spanish language teaching books and materials - and have also contributed to a wide range of other publications in the field of language teaching. Why do publishers look for authors from IH? Because they know that our schools are centres of teaching excellence.

6. Code of Practice

IH Riviera Maya adheres to a code of practice, outlined by the IH World Organisation (IHWO), that ensures high standards in all our activities, both commercial and pedagogical. These high standards are corroborated by both regular external and internal (IHWO) inspections.

7. The Perfect Atmosphere for Learning

IH Riviera Maya is full of people actively engaged in either learning how to speak a language or learning how to teach one - people of different ages, nationalities and backgrounds, people who stay for a few weeks, others who stay for months or even years. There is always an incredible amount of interaction going on between all these people, at many different levels, but the focus is always the same - achieving a pedagogical goal.
Part 3: IH Riviera Maya

How To Contact Us

For General Enquiries, Bookings and Payments at IH Barcelona

By email: Please see individual email addresses on pages 4 and 5.

By post: International House
Trafalgar 14
08010 BARCELONA
Spain

Tel: +34 93 268 4511
Fax: +34 93 268 0239

Opening Hours at IH Barcelona

The school's opening hours are from 08.00 to 22.00 Monday to Thursday, from 08.00 to 21:30 on Friday and from 09.30 to 13:30 on Saturday. The best times to contact people in our Spanish Department are between 10.00 and 18.00, Monday to Friday.

For Detailed Enquiries on Social Programmes & Student Welfare at IH Riviera Maya

By email: Please see individual email addresses on page 5.

By post: International House Riviera Maya
Calle 14 Norte # 171,
between Av.5 and Av.10
Col. Centro, C.P. 77710
Playa del Carmen
Quintana Roo México

Tel: +52 (984) 803 33 88 / +52 (984) 803 43 05

Opening Hours at IH Riviera Maya

The school's opening hours are 08.00 to 21.00, Monday to Friday, and 09.00 to 13.00 on Saturday. The best times to contact people in our Spanish Department are between 09.00 and 18.00, Monday to Friday.

Emergency Phone Number in IH Riviera Maya (emergencies only please!!!)

Cellular phone numbers calling from another country:

+ 52 1 (984) 133-10-37
+ 52 (984) 879-48-29

From Playa del Carmen (044) 984 133-10-37
From Mexico not from Playa del Carmen: (045) 984 133-10-37
### Who to Contact at IH Barcelona

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica Ezquerro</td>
<td>Senior Enrolment Secretary</td>
<td><a href="mailto:spanish@bcn.ihes.com">spanish@bcn.ihes.com</a></td>
</tr>
<tr>
<td>Chiara Pierri</td>
<td>Enrolment Secretary</td>
<td><a href="mailto:spanish@bcn.ihes.com">spanish@bcn.ihes.com</a></td>
</tr>
<tr>
<td>Zuzana Hajnikova</td>
<td>Enrolment Secretary</td>
<td><a href="mailto:spanish@bcn.ihes.com">spanish@bcn.ihes.com</a></td>
</tr>
<tr>
<td>Akemi Sato</td>
<td>Japanese Counsellor &amp; Group Sales</td>
<td><a href="mailto:asato@bcn.ihes.com">asato@bcn.ihes.com</a></td>
</tr>
<tr>
<td>Rosario Fernández</td>
<td>Head of Spanish Department</td>
<td><a href="mailto:rfernandez@bcn.ihes.com">rfernandez@bcn.ihes.com</a></td>
</tr>
<tr>
<td>Toni Martín</td>
<td>Deputy Head of Spanish Department</td>
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<tr>
<td>Begoña Montmany</td>
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</tr>
<tr>
<td>Rosie Bradshaw</td>
<td>Marketing &amp; Sales</td>
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</tr>
<tr>
<td>Carmen Sánchez</td>
<td>Marketing Manager</td>
<td><a href="mailto:csanchez@bcn.ihes.com">csanchez@bcn.ihes.com</a></td>
</tr>
<tr>
<td>Ramón Aracil</td>
<td>Financial Director</td>
<td><a href="mailto:comptabilitat@bcn.ihes.com">comptabilitat@bcn.ihes.com</a></td>
</tr>
<tr>
<td>Jonathan Dykes</td>
<td>Chief Executive IHLS Group</td>
<td><a href="mailto:jdykes@bcn.ihes.com">jdykes@bcn.ihes.com</a></td>
</tr>
</tbody>
</table>

### Who to Contact at IH Riviera Maya

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marta Conesa</td>
<td>General Director</td>
<td><a href="mailto:mconesa@ihrivieramaya.com">mconesa@ihrivieramaya.com</a></td>
</tr>
<tr>
<td>Carlos Villanueva</td>
<td>Administrative Assistant</td>
<td><a href="mailto:contabilidad@ihrivieramaya.com">contabilidad@ihrivieramaya.com</a></td>
</tr>
<tr>
<td>Lucy Flores</td>
<td>Spanish Coordinator</td>
<td><a href="mailto:spanishihrm@ihrivieramaya.com">spanishihrm@ihrivieramaya.com</a></td>
</tr>
<tr>
<td>Myrna Villanueva</td>
<td>Sales Department</td>
<td><a href="mailto:ventas@ihrivieramaya.com">ventas@ihrivieramaya.com</a></td>
</tr>
<tr>
<td>Janet Martinez</td>
<td>Enrolment Secretary and Residence Administrator</td>
<td><a href="mailto:jmartinez@ihrivieramaya.com">jmartinez@ihrivieramaya.com</a></td>
</tr>
<tr>
<td>Magerly Arceo</td>
<td>Residence Receptionist (am)</td>
<td><a href="mailto:residencia@ihrivieramaya.com">residencia@ihrivieramaya.com</a></td>
</tr>
<tr>
<td>Francisco Chan</td>
<td>Residence Receptionist (pm)</td>
<td><a href="mailto:residenciaihrm@ihrivieramaya.com">residenciaihrm@ihrivieramaya.com</a></td>
</tr>
<tr>
<td>Esdras Mojica</td>
<td>Residence Receptionist (pm)</td>
<td><a href="mailto:residenciaihrm@ihrivieramaya.com">residenciaihrm@ihrivieramaya.com</a></td>
</tr>
</tbody>
</table>
Why Playa del Carmen?

The Town

Playa del Carmen is a marvellous place. It has all the advantages of a Mexican Caribbean resort - a dazzling, white-sand beach, turquoise sea, a huge range of bars, restaurants and places to stay - and yet it has managed to retain a relaxed, low-rise village atmosphere which has nothing in common with the large-scale tourist resorts elsewhere on the coast. There is plenty to do and see in Playa and the town is growing fast. But the atmosphere is anything other than hectic and it is the gentle surf that seems to dominate the pace of life.

Safety

As most people know, Mexico is currently waging war on the country's drug cartels and the level of violence has escalated as a result. However, most of the trouble occurs on the border with the US, which is several hundred miles from the Rivera Maya. The government is also determined to protect the vitally important tourist industry which is the basis of all economic activity in the region. This means that the level of violence in Playa del Carmen is significantly low and students who behave sensibly should have no need to worry.

Getting There

There are direct flights from most major cities to Cancun International Airport which is just 60 km (40 miles) north of Playa del Carmen. The journey from the airport to Playa del Carmen by taxi should take less than 1 hour and cost around 90 US$ in a collective taxi and 120 US$ in a private taxi. Between 22.00 and 08.00 the cost of a private taxi will be approximately 135 US$.

The cheapest way to get to Playa del Carmen from Cancun airport is by bus, which costs around 10 US$. The first bus leaves the airport at 10.00 and the last one leaves at 22.15. They run every 50 minutes. Alternatively, the school can arrange an airport meeting and transfer service on request. (See page 27 for more information).

Average Temperatures

Playa del Carmen has a sub-tropical climate, which means it’s almost always warm. The annual average temperature is about 27ºC or 80ºF. Humidity is also quite high. Regardless of what time of year you come, you will have great beach days and the sea is always warm enough to swim in. Here is a summary of seasonal variations:

<table>
<thead>
<tr>
<th>Month</th>
<th>°F min</th>
<th>°F max</th>
<th>°C min</th>
<th>°C max</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>64</td>
<td>80</td>
<td>18</td>
<td>27</td>
</tr>
<tr>
<td>Feb</td>
<td>68</td>
<td>86</td>
<td>20</td>
<td>30</td>
</tr>
<tr>
<td>Mar</td>
<td>72</td>
<td>90</td>
<td>22</td>
<td>32</td>
</tr>
<tr>
<td>Apr</td>
<td>77</td>
<td>95</td>
<td>25</td>
<td>35</td>
</tr>
<tr>
<td>May</td>
<td>81</td>
<td>100</td>
<td>27</td>
<td>38</td>
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<tr>
<td>Jun</td>
<td>77</td>
<td>99</td>
<td>25</td>
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<td>Jul</td>
<td>77</td>
<td>99</td>
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<td>Aug</td>
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<td>Sep</td>
<td>73</td>
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<tr>
<td>Nov</td>
<td>72</td>
<td>88</td>
<td>22</td>
<td>31</td>
</tr>
<tr>
<td>Dec</td>
<td>65</td>
<td>80</td>
<td>19</td>
<td>27</td>
</tr>
</tbody>
</table>

**February to May:** Spring is a beautiful time of year, with little rain and flowers everywhere. The sea is calmer and gets steadily warmer as temperature rises. Nights can still be cool, but a sweater is rarely needed.

**June to August:** The summer in Playa del Carmen is hot. The water is so warm you can stay in for hours. Blue skies prevail. There is some rainfall with short heavy showers in the afternoon or evening. Nights do not get much cooler.

**September and October:** This is the season for tropical storms and the occasional hurricane. It doesn’t rain every day, but there could be periods of more persistent rain. It’s still warm.

**November to January:** These are the coolest months in Playa, which means it’s very comfortable. There might be some rain, but it’s not very frequent. This time of year nights can be cool - temperatures can drop to as low as 12Cº!

For further information about Playa del Carmen, see either of the following websites:
International House Riviera Maya

IH Riviera Maya opened in 2004, as a joint project between IH Barcelona and IH Mexico City. The school has already become an important centre for language teaching, teacher training, study tours and related activities in Mexico.

There are six main areas of activity in the school:

1) Teaching Spanish to students from all over the world
2) Teaching English to the local population
3) Training teachers of Spanish and English
4) Organising Cambridge ESOL examinations
5) Organising DELE examinations
6) Sending students from Mexico to study languages abroad

IH Riviera Maya has local people studying English in the school, so there is plenty of opportunity for our students of Spanish to meet native Spanish speakers, make friends and improve their fluency outside the classroom.

We also have a study abroad program at IH Riviera Maya. This helps us to see things from an agent’s point of view. In other words, we know from our own experience of sending students abroad the sort of issues that tend to concern students most. This helps us to ensure that the students who come to study Spanish with us are given the support they need.

The School Building

The school is located in the very centre of Playa del Carmen, on Calle 14 Norte 171, between Av.5 and Av.10 just two blocks from the beach. There are dozens of bars, restaurants and shops nearby. The school consists of two adjoining buildings: a colonial style house with a domed roof and terrace at the front which houses the reception, two large student apartments and a new, purpose built building at the back that contains the teachers’ room, the study room, the internet access room with 4 computers, offices, the classrooms and two more student apartments.

There are 10 spacious classrooms in total, all with air-conditioning and views of the garden, which is full of exotic trees and plants. There is also a bar in the garden where students can relax and socialise after class. The school also offers WIFI Internet access throughout the premises.

School Plan

FRONT BUILDING

Ground Floor
Reception

First Floor
Student Apartment

BACK BUILDING

Ground Floor
Offices, Internet Teachers Room, Cafeteria and Garden

First Floor
Classrooms

Student Apartments
Map of Mexico with location of Playa del Carmen
Map of Playa del Carmen with school and residence location
Student Services

Internet Access

International House Riviera Maya has an Internet room equipped with seven computers, which is used regularly for practice activities. A typical Internet activity will involve searching Spanish websites for information. Students work together with one computer so that they are constantly speaking Spanish.

Interactive Study Material

From our Internet room students can access the Web-based Spanish language courses that we have developed in our sister company Net Languages. These courses, which are available at five levels from A1 to C1 cover all aspects of the language - reading, listening, speaking, writing, grammar, vocabulary, functional Spanish and so on - and the interactive material has been designed to help make the learning process effective as well as fun. For more information on Net Languages Web-based Spanish courses see page 16.

The school also has Wi-Fi Internet access throughout the premises.

There are also several Internet cafés near the school which offer Internet access for as little as 3 US$ per hour.

Students' Manual

At the beginning of each course students are presented with tourist maps and information to help them find their way around Playa del Carmen. They also receive a Students’ Manual which, apart from introducing them to the school and explaining how the courses are organised, provides them with information on restaurants and bars, local transport, nightlife and other cultural attractions, etc. This Students’ Manual is regularly up-dated.

Cafeteria

Riviera Maya has a cafeteria in the school garden, which is open from 09.30 to 15.00 Monday to Friday. The cafeteria provides hot and cold food and drinks, so students can come and have breakfast in the school before class, or stay and have lunch in the school after class. Food served includes many typical Mexican dishes such as quesadillas and burritos, and we also make a variety of freshly squeezed fruit juices.

Conversation Exchange

One of the most popular activities at International House Riviera Maya is the exchange program with Mexican students from local schools and universities. The program provides our students with an opportunity to speak some Spanish with native speakers in a relaxed, informal atmosphere and means the Mexican students can also practise their English.

For each exchange we design tasks to be performed, though we like to keep these as open and flexible as possible. This is an activity that is coordinated by our teachers and normally takes place in our classrooms and sometimes in a local University.

Professional Practice

IH Riviera Maya has an agreement with a local Technological University whereby our Spanish language students are invited to give speeches, workshops or even conferences to local students based on their professional experiences, either in their mother tongue, in English or in Spanish.

These sessions allow Mexican and foreign students to share their “know how” and culture in a relaxed and motivating encounter. Students participating in these activities receive a special diploma and they will also take home some very special memories.

Tours

In IH Riviera Maya we consider that special tours and transportation in and around Playa del Carmen should be provided by professionals. For this reason we work with several travel agencies and tour operators so that we can provide the best service to our students.

We offer advice in terms of price and availability and we are constantly looking for better options to suit the needs of groups or individual students.
IH Riviera Maya offers a range of Spanish language courses throughout the year to cater for a wide variety of student needs and abilities. The basic course programmes are:

Please note that we don’t charge a REGISTRATION FEE.

1. **Intensive course**

   Our intensive course consists of 4 hours tuition per day, from Monday to Friday. Classes normally take place from 09.30 to 13.30, with a 20-minute break taken halfway through the morning. The course includes a programme of cultural and social activities that take place in the afternoons and evenings.

   Intensive courses are offered at all levels from complete beginners to very advanced and students may enroll for as many weeks as they like.

   The average number of students per group is 4 and the maximum number is 8.

   The minimum age for these courses is 16 years old.

   **Starting dates:**

   Students who already have some knowledge of Spanish may start an intensive course any Monday throughout the year (except holidays).

   The last 2017 starting date for beginners is 18 December. The first 2018 starting date for students with some knowledge of Spanish is **2 January**.

   For students with no previous knowledge of Spanish, we offer the following start dates:

   - **January:** 2, 15, 29
   - **February:** 12, 26
   - **March:** 12, 26*
   - **April:** 9, 23
   - **May:** 7, 21
   - **June:** 4, 18
   - **July:** 2, 16, 30
   - **August:** 13, 27
   - **September:** 10, 24
   - **October:** 8, 22
   - **November:** 5, 19
   - **December:** 3, 17, 31

   **Please note:** A special 3-day price applies to the week starting 26 March, which includes two public holidays. (See page 19 for holiday dates). **Please also note:** The following Monday is a public holiday and classes in this week will therefore start on the Tuesday: **January 1**

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**COURSE SUMMARY**

- **Starting dates:** Any Monday (except beginners - see information above)
- **Duration:** Any number of weeks
- **Hours per day:** 4 hours (including a 20-minute break)
- **Levels:** All
- **Minimum age:** 16

**Included:**

- Registration, classes, level test, certificates, programme of social & cultural activities, access to online Spanish courses by Net Languages from our computer room and access to all the school facilities.

**Not included:**

- Course book, approx. 40 US$.

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**Our courses include:**

- Registration
- 6+ hours/week of Spanish immersion with our social programme (entrance fees and transport not included)

**Not included:**

- Course book, approx. $40
COMBINE your intensive course WITH:

1.1 Mexican cooking

Mexican cuisine is justifiably famous all over the world. The range of dishes and flavours is quite astonishing and you don’t have to be an expert to be able to make some of the most delicious dishes at home. But you will need some help and advice - and that’s what we can provide at IH Riviera Maya.

The cooking classes take place on 2 afternoons per week (usually Tuesday and Thursday from 14.30 to 16.00).

The cooking classes start by demonstrating some of the basics of Mexican cooking - guacamole, fajitas, enchiladas, tacos - and then we move on to more specialized dishes such as mole, pipián, tamales and adobo.

All the ingredients are included in the course fee and students can eat everything they've made when the class is over.

Cooking classes start every Tuesday.

1.2 Scuba Diving

Playa del Carmen is the perfect location for students to learn Spanish – it’s also a great place to learn to dive. The town has several diving schools but we have chosen to work with one of the most experienced.

It’s instructors are all fully qualified PADI tutors (Professional Association of Diving Instructors) and their equipment meets the rigorous industry safety standards. They also speak several languages and thus can readily translate their instructions.

A. Beginning Diving Course

PADI Open Water Course

As a certified PADI Open Water Diver, the most widely recognized and respected rating in the world, you have the freedom to dive with a buddy independent of a professional. If you already tried a PADI Discover Scuba Diving experience or are PADI Scuba Diver certified, check with your instructor to see how credit from these courses may apply to the open water program.

Schedule
Duration: 3 days
Equipment: Scuba equipment, books and diving manual included.
Prerequisites: Good health
Schedule: 5 theory modules, pool lessons and open water dives

B. Advanced Diving Course

PADI Advanced Open Water Course

For students who already have the PADI Open Water course certificate.

Schedule:
Duration: 3 days
1.3 Latin dancing

Cha Cha, Rumba, Salsa, Samba... the list of Latin dances is a long one. Learn the basic steps with our expert dance tutors. There’s plenty of opportunity to practice in Playa’s clubs and discos. Dance classes take place 2 afternoons per week (usually Tuesday and Thursday from 14.30 to 16.00) and students can enrol for any number of weeks.

1.4 Discover Mexico

This course combines an intensive course in the morning with an additional hour of study on three afternoons. The afternoon classes are designed to give students an insight into the immensely rich Mexican culture. Topics covered include the history of Mexico, regional and ethnic diversity, folklore, the arts etc., and class activities are designed primarily to help students’ develop their communicative skills.

Classes will usually take place on Tuesday and Thursday from 14.30 to 16.00.

The program will include:

1. Travelling in Mexico: If you’re planning to travel in Mexico, these sessions will provide plenty of ideas for your trip. You’ll discover that Mexico is an incredibly diverse country which has an enormous amount to offer.

2. Mexico today: Explore how Mexicans see themselves in a world that is constantly changing. Mexican society is reflected in their everyday way of living. Ask the experts: the Mexicans who can truly answer all your questions.

3. Mexico from the past: In Mexico, history is present in everyday life. Perhaps nothing better illustrates this than Mexico’s languages: the country is both the most populous Spanish-speaking country in the world and also home to the largest number of Native American language speakers on the continent.
1.5 Business Spanish

IH Riviera Maya offers Business Spanish courses designed to help students who need to use the language in a working environment. The aim of these courses is to help improve students’ level of competence in many typical work-related activities such as participating in meetings, using the telephone for business, negotiating and selling, making presentations, etc. Students are also introduced to a wide range of business vocabulary and given an insight into the sort of cultural differences that they may encounter while doing business in Mexico. This course combines an Intensive Course (20 hours per week) with 10 hours per week of private classes (1:1 or 2:1) which focus on Business Spanish.

1.6 Medical Spanish

This course consists of an intensive course (20 hours per week) plus 10 hours of private (1:1 or 2:1) medical Spanish. This course is designed for medical practitioners (doctors, nurses, care-workers, etc.) who need to use Spanish in their workplace. The course focuses on improving students’ linguistic competency in a wide range of health care contexts and situations. The program includes optional visits to observe and meet Spanish speaking doctors or nurses in a healthcare center.

By the end of the course students with a low to intermediate level of Spanish should be able to orientate and inform a patient/visitor, to participate in a basic health related discussion, to establish and confirm an appointment or interview and to understand straightforward professional explanations and instructions.

By the end of the course students with an intermediate to advanced level of Spanish should be able to communicate with patients directly, discuss and debate subjects of interest such as current healthcare policies, look up, order or transfer information, reply to complaints and be able to comprehend and compile hospital documents (diagnostic samples, surgery plans etc.).
Other topics covered in both levels may include: the elaboration and understanding of health documents and health administration systems, understanding patients medical history and admission details, understanding basic medical texts, writing notes and messages, completing questionnaires or forms, knowing how to explain a blood analysis, etc.

The organisation of different health systems will also be discussed. Subjects may include clinics and hospitals, internal medicine, diagnosis and treatment, surgery, the operating theatre, pre-operative and post-operative care, etc.

### 1.7 DELE exam preparation

**DELE Exam Preparation Courses**

These one-to-one (or two-to-one) courses focus on preparing the students to take the DELE exams. Students are given access to past papers and have the opportunity to develop and practice specific exam techniques. Upon completion of a level test, we will advise students which level of the exam we think they should register for in order to ensure a successful outcome.

**The DELE Exam**

The Instituto Cervantes, the Spanish equivalent of the British Council or the Goethe Institute, organizes Spanish language exams known as "Diploma de Español como Lengua Extranjera" (or DELE). These are offered at four levels which correspond with the European Framework of Reference for Languages. All four exams include reading comprehension, listening comprehension, writing, grammar, vocabulary, and oral expression components.

IH Riviera Maya is an official exam center, for any students who choose to sit the exam in our center, having registered in advance.

You'll find more information about the DELE exams at: [http://diplomas.cervantes.es](http://diplomas.cervantes.es)
OTHER COURSES:

2. **Private Tuition**

Private Tuition consists of 1 or more hours of individual tuition per day. Students can either study entirely in this way, or, if they prefer, combine an intensive course in the mornings with individual tuition in the afternoons. The contents, times and starting dates of these private classes can be arranged to suit the individual student’s needs. For example, courses can be designed for people who need to develop negotiating skills, presentation skills, telephone skills, writing skills, etc.

We offer individual tuition at all levels from beginners to very advanced. We also offer individual tuition to students of all ages. We can offer similarly tailor-made classes for two students studying together, providing they have similar levels and linguistic needs.

3. **Spanish for families**

Riviera Maya is the perfect place to spend a holiday with your family while taking advantage of the opportunity to learn Spanish. International House offers programmes tailored to each family member, from young children to adults.

**Children aged 2 to 5:** Childcare service provided by members of our staff. We use a play-based approach to introduce younger children to our language. The focus is on having fun while learning.

**Children aged 6 to 12 and teenagers up to 15:** Private (1:1) or semi-private (2:1) Spanish courses tailored to the age and needs of students.

**Adults:** Adult family members and those aged 16 and over may participate in the intensive Spanish course we offer for students from around the world (see section 1 above). Private (1:1) or semi-private (2:1) courses are another option. The whole family can take part in the afternoon and evening cultural activities we offer for all students within the framework of our social programme. We also organise tours that are open to all family members (an extra fee applies for these tours).

**Please note:** The number of hours contracted for the care of children must be sufficient to cover the time adults spend in class so that children are not left unattended at any time.

**Course fee per person**

Intensive courses (for students over 16) See information in 1.

- 1:1 30 US$ per hour
- 2:1 35 US$ per hour

Children aged 2 to 5, 15 US$ per hour

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4. **On-line Spanish Courses**

International House Riviera Maya also offers online Spanish courses for adults (16 or over) via Net Languages - one of the world’s leading virtual language schools.

Each course (or level) consists of around 120 hours of study materials and includes individual written or spoken tutorials with qualified language instructors, most of whom are themselves IH teachers. Students who buy a course are also given access to all the resources of our virtual language school (the on-line library, virtual study centre and the virtual café) and through the school they also have access to our growing community of language learners around the world.

Students who pay for a complete course obtain a password and user name, which gives them access to all the course materials at their chosen level and all the resources of the virtual language school for 12 months. Students who pay half a course get access to half the course materials and access to the language school for 6 months.

A complete course in the virtual language school currently costs 462 US$. We also allow students to sign up for half a course for 242 US$.

Net Languages is happy to pay commission to agents on all these courses.
We also have a special pricing structure for large corporations and institutions that want to copy our courses onto their server(s) and thereby make the courses available to all the employees or members via their own internal Intranet.

For further details on Net Languages, please visit our website http://www.netlanguages.com or contact Fiona Thomas at fiona@netlanguages.com

SPANISH TEACHER TRAINING COURSES

5.1 Refresher Course for Spanish Teachers

This 2-week course is designed for practising teachers of Spanish working in a non-Spanish speaking country who want to update their skills and knowledge in recent trends in methodology (such as the use of technology in the classroom), and refresh their knowledge of current Spanish usage and Latin-American culture.

Starting date: July: 16

COURSE SUMMARY

Starting dates: July 16
Duration: 2 weeks
Hours per day: 4
Levels: Advanced
Included: Registration, level test, certificates, programme of social & cultural activities and access to all the school’s facilities.

5.2 Tailor-Made Teacher Training Courses

International House Riviera Maya can provide tailor-made teacher training courses to suit the needs and requirements of any particular group of teachers. We are also happy to send our trainers to other cities or countries to run on-site teacher training courses.

For further information about our Teacher Training courses, please contact Begoña Montmany at formacion@bcn.ihes.com in our Spanish Teacher Training department.

5.3 Introductory (or Pre-Service) Courses

These courses are designed for fluent Spanish speakers (either native or non-native) who would like to learn how to teach Spanish to foreigners. We offer these courses on both an intensive (full-time) basis, as well as an extensive (part-time) basis. The intensive courses last for 4 weeks (120 hours) and cover both theoretical and practical aspects of teaching. The extensive courses cover the same material over a period of 13 weeks (120 hours).

Those students who hold a university degree, have a suitably high level of Spanish (native or near-native speaker level) and who successfully complete one of these Introductory Training courses, receive an officially recognised teaching certificate from the University of Barcelona, Spain.

Please contact us for details of starting dates and course fees in 2018.
MADE-TO-MEASURE COURSES:

6. Made-to-Measure Courses for Special Closed Groups

For groups of younger students or for groups of adult students with particular language needs, International House Riviera Maya can design and give "made-to-measure" courses at any time of the year. Prices obviously depend on the nature of the services required, but we will be pleased to send you quotations for any specific course programmes your clients may request.

For further information, please contact at groups@bcn.ihes.com
## Holidays

IH Riviera Maya will be closed for holidays in 2018 on:

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday Description</th>
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</thead>
<tbody>
<tr>
<td>January 1</td>
<td>New Year’s Day</td>
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<tr>
<td>February 9</td>
<td>Constitution Day</td>
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<tr>
<td>March 23</td>
<td>Anniversary of Benito Juarez’s birth</td>
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<tr>
<td>March 29</td>
<td>Easter Thursday</td>
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<tr>
<td>March 30</td>
<td>Good Friday</td>
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<tr>
<td>May 4</td>
<td>Labour Day</td>
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<tr>
<td>November 23</td>
<td>Revolution Day</td>
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<tr>
<td>December 25</td>
<td>Christmas Day</td>
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**Please note** that these holiday dates do not always coincide with public holidays. This is because in some cases we have moved the holiday to a Friday to cause less disruption to courses and to allow students the opportunity to enjoy long weekends.

**Please note** that classes lost on the holidays listed above cannot be made up at other times and students are not entitled to be reimbursed for these holidays.
Our Students

Our students come from all over the world. The majority of them are from Western Europe and North America, although we also have some students from Brazil and Asia.

The average age of our students is 25-30, although we often have students as young as 16 and as old as 75. The majority of our students are young professional people who need Spanish to develop their careers. But we also have a large proportion of students who are still full-time students in their own countries as well as an increasing number of people who are simply learning Spanish as a hobby.

AGE RANGE

- 16-20 year-olds 8%
- 21-30 year-olds 45%
- 31-40 year-olds 20%
- 40+ year-olds 27%

NATIONALITY

- 1 European (EU Members) 45%
- 2 European (Non EU Members) 25%
- North American 25%
- Other 3%
- Asian 2%

Top nationalities:

1. American
2. Korean
3. Swiss
4. Canadian
5. German
6. Brazilian
7. French
8. British
9. Belgian
10. Italian
11. Russian
Social & Cultural Programme

IH Riviera Maya organises a regular programme of social activities in the school including a tour around Playa, cooking lessons, dance lessons, games on the beach, cocktail party, Mexican arts and crafts, film projections with commentaries, celebration of Mexican festivities, and conversation exchange with Mexican students studying English. All these activities are included in the course fee.

We also organise excursions to some of the region’s most interesting locations such as the ancient Mayan cities of Tulum and Chichen Itza; the island of Cozumel, famous for its coral reefs and marine life; or one of the region’s many superb nature reserves.

We can also organise weekend excursions to the fascinating city of Havana, Cuba, which is just a 1.5 hour flight from Cancun airport. These excursions outside Playa del Carmen are optional and are therefore not included in the course fee.

All students are given a copy of the Social Programme planned for the following week when they arrive.

A typical social programme might read as follows:

<table>
<thead>
<tr>
<th>Monday</th>
<th>Welcome breakfast*</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Walking tour around Playa</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Mexican cooking lesson</td>
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<tr>
<td>Wednesday</td>
<td>Latin dance class-Bachata and salsa Casino</td>
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<tr>
<td>Thursday</td>
<td>Games at the beach</td>
</tr>
<tr>
<td>Friday</td>
<td>Cocktail party</td>
</tr>
</tbody>
</table>

*On the first day of the course, our new students are invited to join us at 8:30 at the residence for a delicious welcome breakfast. Here, they will meet each other and the school staff, learn about the school’s activities and take their placement test. At 9.00, we will go with the students to the school to complete their registration and begin classes at 9.30.

Included: Welcome & Fairwell Cocktails, Spanish Guide on visits and excursions and all activities held in the school.

Not included: Excursions outside Playa del Carmen.

Additional Activities

We will also help students plan their own social activities if they want to do something extra such as go to a movie, listen to live music, go trekking, etc.
Accommodation

IH Riviera Maya can arrange accommodation to suit the needs (and pockets) of all our students in one of four different categories of accommodation. These are all described in detail below.

Accommodation is normally provided from the Sunday before the course begins to the Saturday morning after the course ends. This means that there is time to clean and organise the accommodation before the next student arrives. If it is impossible to arrange transport to suit these arrival and departure times, please contact our enrolment secretaries to check that alternative arrangements can be made.

Commission is paid on all accommodation options, except hotels. (For details on commission rates and gross prices, please see pages 36).

Accommodation Options

1. Student Residence

Our purpose-built student residence is located in the centre of Playa del Carmen, in a very quiet street, beside the town's main church and just two blocks (a 5-minute walk) from the school.

The residence has three floors. The ground floor consists of the reception, an office, the kitchen and eating area, and 6 bedrooms; there are a further 10 bedrooms on the first floor and the second floor consists of 6 bedrooms and four terraces.

All 22 bedrooms have twin beds and each bedroom has its own private bathroom. Bedrooms also have a desk, a flat screen TV, a small fridge, ceiling fans and air-conditioning.

Students are able to book rooms for individual use or for two people coming together. Students are also able to choose between no-meals (in which case they can use the fully-equipped kitchen in the residence), bed & breakfast or half board which includes breakfast and dinner in the residence.

* There are many laundrettes within a 5-minute walk of the school.
The price per kilo is 2 US$.

Included: Use of telephone (in-coming calls only), air-conditioning and a flat screen TV.
Not included: Access to laundry facilities.

IH Riviera Maya Residence
Calle 12 between Av 15 and Av 20, Num. 160
Colonia Centro
Playa del Carmen
77710 Quintana Roo
Mexico
Tel. +52 9 84 8794829

For further information on our student residence please visit our website at: www.ihrivieramaya.com/residence.html
See page 9 for a map showing the location of the residence.

2. Mexican Host Families

Host family accommodation is available throughout the year.

All host families are carefully selected by our Accommodation Department and all agree to fulfill the following conditions:

• To provide students with single rooms (unless a couple both attending courses or individuals request to share), which are comfortably furnished, have adequate lighting and a desk or table where students can work.
• To change bed linen and towels weekly.
• To make a daily bath or shower available.
• To provide an adequate continental breakfast and - for those students who are being accommodated on a halfboard basis - a substantial dinner at night.
• To provide students with a door key so that they can let themselves in and out.
• To treat students as family guests and generally behave in a friendly and hospitable manner.

Please note: There are many launderettes in Riviera Maya. Students can expect to pay approx. 2 US$ per kilo.

Most families live within a 20 minute walk from the school. Very occasionally a family may be up to 15-20 minutes from the school by public transport.

The majority of our host families live in relatively new, one or two-storey houses, although some live in apartments. A typical house will have a living room/dining room, a kitchen, a bathroom and 3 or 4 bedrooms. There is often a yard outside which people use as an extension of the house. Students should know that very few families have air-conditioning although most families will be able to provide their guest students with a fan.

The families will often have children or grandparents living with them so there is normally plenty of opportunity for conversation practice. Students should be prepared for the fact that few families will speak another language, although those that work in tourism may have an elementary level of English, French or German.

Guidelines for Students Living in a Host Family

This is the document we give students who have chosen family accommodation:

• The student’s room is for their exclusive use (unless they have asked to share). It should be well lit (by natural or artificial lighting) and furnished with a bed, a wardrobe, a bedside table with a lamp and a table or desk. If it is not possible to have a table or desk inside the bedroom the host family must offer a suitable part of the house as the student’s place of study.

• Students have a right to intimacy and their rooms are private. The family must knock at all times before entering.

• The bed sheets and the towels will be changed each week. Some families may change the towels more frequently. The family does not supply beach towels and students should not use the house towels to go to the beach.

• Students should keep their room tidy to make the daily cleaning easier. Once a week the room will be thoroughly cleaned.

• Students should keep their room tidy to make the daily cleaning easier. Once a week the room will be thoroughly cleaned.

• Students may also be allowed to use the washing facilities themselves.

• Students are allowed a daily shower and should inform the family at what time they prefer to take it.

• Students booked in host family accommodation will normally have to share the bathroom with the other members of the family. They should therefore be considerate about the time they take. Fifteen minutes should be enough to wash and shave.

• Mexican style breakfast: coffee or tea, fruit juice, milk, toast with butter and marmalade or jam or cheese, yogurt, cereal or fruit. If you have special dietary needs please inform the school and the family as soon as possible.

• Students who have booked half board can expect a substantial dinner in the evening. This will normally consist of a starter, (vegetables, soup, salad, or rice), a main dish (chicken, meat, fish or eggs) and a dessert (yogurt, fruit etc.). Most meals will include tortillas or bread. Students who choose not to be at home for dinner (having booked half board) or who plan to arrive later than usual, should tell their family beforehand. If they decide to miss a meal they will not be compensated or reimbursed.

• Half-board consists of breakfast and dinner, never lunch.

• Part of the idea of staying with a host family is to eat in their company. Students should therefore try to adapt to the family’s normal eating timetables. Dinner is normally served at about 20.00 - 21.00.

• At the weekends students may sleep until as late as they wish, but the family has no obligation to serve breakfast at 12.00!

• Students who have asked for a special diet (vegetarian, kosher, etc.) and who are not receiving it, should notify the school so they can check the booking and then speak to the family.
• If students buy food and wish to leave it in the fridge, the family will leave some space for them. They should however always check with the family before putting the food in the fridge. Students are not usually allowed to cook in host family houses.

• Students will be given a set of keys on arrival so they can come and go as they like. Students should look after the keys and never leave the address on the key tab or near to avoid "unwelcome visitors" in case of loss or theft. If the keys are lost or stolen, the family is entitled to charge the student for a new set of keys.

• Students should be treated as part of the family and be able to talk, ask questions and be helped with any queries about Spanish or living in Playa del Carmen. Living in a family will expose students to the local social and cultural customs and habits. Some may seem strange. Students should ask about them and try to adapt.

• Making a phone call in Mexico is very expensive! Students should never use the host family’s phone. If they wish to make a reverse charge call, they should ask permission and the family will dial the number. Incoming calls should be brief. Each family has the right to make their own rules about the use of the phone.

• If the students’ arrival is significantly delayed or brought forward, they should try to phone the school or the family to let them know of the change. If they can’t get through to the school or the family, they should then phone the school’s emergency phone number. This will avoid the family having to wait at home unnecessarily, or avoid the student having to wait on the street.

• The host family will provide the students with a map of Playa and explain the best way to get to the school from their house.

• Students should try to take care of the decoration, furniture and utilities in the house.

• Students should turn off lights and other electrical appliances when not in use. Electricity in Mexico is expensive.

• Students should consult with their family before inviting friends home. Friends cannot stay for meals or sleep over.

Please note: If a student should have any problems with their host family, please contact the school staff and we will try to solve them as quickly as possible.

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### Advising of Travel Arrangements

Students arriving on the Sunday before the course begins should make their own way to their host family (unless a transfer has been requested). When bookings are confirmed, we will send the host family address to the student (direct or via the agent, as required). The school MUST be informed of the student’s travel arrangements and estimated time of arrival; this way the family won’t have to wait at home unnecessarily, and the student won’t have to wait on the street.

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### 3. IH Riviera Maya Apartments (On-site Apartments)

IH Riviera Maya has a number of apartments available for students on the school premises.

These include:

**Apartment A:**
- Available for exclusive use of 1 or 2 students.
- A large studio room with two double beds, A/C, cable, flat screen TV, kitchenette and private bathroom.
- This apartment also has access to a large roof terrace.

**Apartment B:**
- Available as a shared apartment, or for exclusive use of 1 or 2 or more students.
- This large, fully furnished apartment has 2-bedrooms, 2-bathrooms, a full kitchen, dining room/living room, balconies onto the street, A/C and cable, flat screen TV. If used as a shared apartment, the kitchen and dining room/living room are also accessible to students staying in apartment C.

**Apartment C:**
- A single room with one double bed with A/C, cable, flat screen TV and a private bathroom.
- Access to the kitchen and dining-room/living-room in apartment B.
Apartment D:

- A single room with one double bed with A/C, cable, flat screen TV and a private bathroom.
- Access to the kitchen and dining-room/living-room in apartment B.

On-site apartments are cleaned every day except on Sundays. A laundry service is not available on-site, however we wash and replace sheets and towels once a week.

Students will have to take their personal laundry to a local laundrette one block away, which charges approximately 2 US$ per kilo to wash, dry and fold the clothes.

Students staying in our on-site apartments have full access to the garden and keys to the front door of the school building so that they can come and go as they please. We rely on them to keep the front door locked when the school is closed.

Please note that the checking in for the apartments on arrival will take place in the student residence. However, the apartments are only a five minute walk away from the student residence.

Included: Meeting service on arrival at residence, utilities (water, gas and electricity), cleaning service and weekly change of bed linen.

Not included: Meals and use of telephone.

4. Off-site Apartments

International House has a number of furnished apartments available for rent, which students can share with other students, or rent for their own, exclusive use. The normal minimum period for renting an off-site apartment is 4 weeks. These apartments are entirely self-catering, which means that no meals are provided.

The apartments are centrally located and therefore between 5-20 minutes from the school on foot or by public transport.

Students have their own individual bedroom, which apart from a bed contains a wardrobe. Each apartment also has a kitchen, bathroom and living room and/or terrace.

These apartments are fully furnished and facilities normally include a washing machine and TV although this can’t be guaranteed. Students are provided with sheets and towels, but they should bring their own beach towels. Apartments are cleaned once a week and bed linen is also changed weekly if requested.

Each student is provided with a set of keys so that they can come and go when they please.

Students arriving on the Sunday before the course begins should make their own way to their apartment (unless a transfer has been requested). When bookings are confirmed we will send the address of the apartment to the student (direct or via the agent, as required).

Included: Meeting service on arrival at apartment, utilities (water, gas and electricity), weekly cleaning service and weekly change of bed linen.

Not included: Meals and use of telephone.

Please note:

- For both on- and off-site apartments, the student or agent must inform the school of the students' travel arrangements and the estimated time of arrival; this way the person handing over the keys won’t have to wait in the apartment unnecessarily, and the student won’t have to wait on the street.

- International House will try to place students of the same age and sex together in the same apartment where possible. As this isn’t always possible however, if students do not want to share an apartment with people of different ages or sex, students should make this very clear on the application form.
Living in a Furnished Apartment

International House Riviera Maya is pleased to be able to offer its students the option of staying in a furnished apartment. This type of accommodation is very popular and the school would like to maintain this option in the future. To be able to do this, we need students to show a degree of consideration and responsibility, both towards the owners of the apartments, and to the other people who are living in the same building. We have therefore drawn up the following list of dos and don’ts. Please read through the list carefully and consult with the school staff if anything isn’t clear.

Please note that failure to comply with these requests may result in expulsion from the apartment and the loss of accommodation fees.

- Please treat the apartment’s furnishings and fittings with care. If anything breaks or is damaged, please report this to the staff at the school. We will then be able to ask the apartment owners to fix anything that needs fixing or repair any damage that has been caused.

- If you do break or damage something, or something goes missing, the apartment owners reserve the right to deduct the amount necessary to replace the lost, broken or damaged object from the deposit each student is asked to leave with the school. If there is any dispute between students and owners over what damage has been caused, the school staff will act as arbitrators, and our decision will be final!

- Please make sure that you switch off all lights, air-conditioning, fans and other appliances before leaving the apartment. Apart from the fact that leaving things switched on costs money, it also wastes energy needlessly and contributes to global warming. Please think green, for everyone’s sake.

- Please safeguard against any risk of fire. Don’t leave cigarettes burning anywhere, don’t use candles - not even if there’s a power cut (use a torch instead).

- Please remember that there are other people living in the same building who will get very upset if you make too much noise. Please don’t slam doors, or have your music or TV turned up too loud. And if you have people round, please try to avoid any screaming or shouting.

- Please make extra sure that you don’t make any noise after 24.00. Your neighbours have the legal right to call the police if you are making a lot of noise late at night, and you could be accused of disturbing the peace. At the very least, this could mean a heavy fine!

- Please try to keep the building’s stairway clean and tidy. This space belongs to the community and everyone has to play their part. Please don’t throw cigarettes or other litter on the floor!

- Please make sure that you put your rubbish out at the right time - usually between 20.00 and 23.00 - and please make sure you leave it in the right place. (If you’re not sure where you should leave your rubbish, ask the neighbours or the schools staff).

- If you are sharing your apartment with other students, please also be considerate towards them. When you use the communal spaces such as the kitchen, bathroom or living room, please leave them clean and tidy. Please also take your turn at communal chores such as taking the rubbish out.

- All our shared apartments are cleaned regularly (usually once a week) and your sheets will also be changed and washed for you. Please help the cleaners by keeping things tidy, and making sure that they can get access to all the rooms in the apartment on the days they come to clean. If you want to know when cleaning is going to happen, ask the school staff.

- When you arrive you will be issued with a set of keys to the apartment and a key to your room (if available). Please try not to lose them or leave them lying around. We don’t want to discover that your apartment has been visited by some uninvited guests.

- Please don’t invite friends to stay either in your apartment or in your room. We’re not against the occasional visitor, but having people stay for any length of time is not fair to the other students, or to the apartment owners.

I have read and understood the above list of requests and I hereby agree to comply with all of them. I also understand that failure to comply may lead to my being asked to leave my designated apartment.

Signed: Date:
5. **Hotels**

Playa del Carmen has a huge number of hotels, many of which are within a 5-10 minute walk of the school. There is a very wide range of hotels available, ranging from the simple, to the luxurious. Broadly speaking hotels can be divided into three categories: low price range, mid price range, and top price range. Low price range hotels will typically cost between 50 and 70 US$ per room, per night depending on the hotel and the time of the year (see below for seasonal variations). Rooms will be simply furnished, although most will include a private bathroom and air conditioning. Breakfast is normally not included.

Mid price range hotels will cost between 70 and 100 US$ per room per night. Rooms in this category of hotel will be comfortably furnished and will include a private bathroom, air conditioning, and satellite TV as standard. Most mid range hotels will also have a swimming pool, a bar and restaurant available for guests. Breakfast is usually included.

Top price range hotels will cost between 95 and 125 US$ per room per night, including breakfast. The rooms themselves will be very comfortable and the hotel will also offer a complete range of guest services including a swimming pool.

As prices vary within each category of hotel, we prefer to quote exact prices on a client-by-client basis.

### Seasonal Price Changes

*Please note* that all hotels charge different prices according to the time of year. There are two high seasons in Playa del Carmen:

A. From 17th December to immediately after the Easter holiday period.
B. From the beginning of July to the end of August.

Needless to say, there will be fewer hotel rooms available during these periods. Low season is the rest of the year for example.

Hotels near the school that we recommend include:

#### Low Price Range:

**HOTEL ALUX:** 15 rooms and only one block from the school

#### Mid Price Range:

**CASTILLO DEL MAR:** 14 rooms, medium size hotel, with pool, 10 minutes from the school

**PLAYA DEL KARMA:** 17 rooms. Set in a lush, tropical garden, all of the hotel’s palapas, its stylish rooms, and shady patios allow guests to experience the tranquility that only the Hotel Playa del Karma can provide. 5 minutes from the school.

**CARMEN INN:** A medium size hotel with pool, 10 minutes from the school

**EL CAMPANARIO:** 11 junior suites with kitchenette, 5 minutes from the school

**MARIA BONITA:** Mexican hacienda style hotel with 40 rooms. 10 minutes from the school

#### Top Price Range:

**THOMPSON:** hotel and spa, with 45 rooms, pool, 5 minutes from the school

**QUINTO SOL:** A medium size hotel with 20 rooms, solarium and jacuzzi, 5 minutes from the school

**TORTUGA:** 43 rooms with a/c and swimming pool, just 100 yards from the school
Arriving in Playa del Carmen

Students should fly into Cancun International Airport. There are direct flights from most major cities to Cancun which is just 60 km (40 miles) north of Playa del Carmen.

Students changing from an international flight to a national flight at Mexico City airport must pass through immigration before going to the national flights departure lounge. Students should be aware that the queues at immigration in Mexico City airport are often very long and very slow moving. Don’t just stand in the queue and miss your connecting flight! Either ask one of the airport employees to show you to the fast track immigration line, or alternatively, simply move to the front of the normal queue and explain to the people around you that you are in danger of missing your flight. Everyone will understand!

The journey from Cancun airport to Playa del Carmen should take less than 1 hour.

Students can catch a RIVIERA bus to Playa del Carmen from outside the National Arrivals Terminal. The bus leaves every 50 minutes from 10.00 to 21.00 and costs approximately 120 $ pesos. From the bus terminal in Playa del Carmen students will have to take a taxi to their lodging. Taxis cost between 25-30 $ pesos per trip within Playa del Carmen.

Alternatively, students can take a taxi from the airport directly to their lodging in Playa del Carmen. A collective taxi or minibus from the airport will cost around 90 US$, a private taxi will cost around 120 US$ from 08.00 to 22.00 or around 135 US$ outside these times.

Airport Transfers

IH Riviera Maya can arrange a private airport meeting and transfer service from the airport to the student’s lodging in Playa del Carmen.

Students arriving at the International terminal, once they have picked up their luggage, they should go outside of the Terminal, they will be met there. Students arriving at the national terminal will be met when exiting the baggage reclaim hall. Our transfer drivers will be wearing a white shirt with the logo “MUyil MÁgico” on the left side. They will be holding an IH sign with your name on it (and possibly other IH students’ names as well).

Students will be requested to hand in the transfer voucher we will have sent you (see example on the following page) upon meeting our staff.

Should a student fail to meet up with the IH representative, they should call the emergency telephone number provided. (See sample voucher on next page.)

- The fee per transfer is 90 US$ for 1 person per journey, or 75 US$ per person per journey for 2 or 3 people.
- Prices for larger group transfers are available on request.

The prices quoted are for transfers from 08.00 to 18.00 (arrival time at the airport). If the students need a transfer before 08.00 or after 18.00, these prices will be increased 50% and confirmed upon request.

Please note that we need the arrival information (date, time, airline, flight number, arriving terminal and last city of origin) at least 2 working days before arrival.

We strongly recommend that young students with no knowledge of Spanish take advantage of our meeting and transfer service.

How to Move Around Playa del Carmen

Playa del Carmen is relatively small and students will be able to get around on foot most of the time. Taxis are widely available and a journey within the town should only cost around 2-3 US$. Students can also rent a bicycle for 35 US$ per week or 10 US$ per day.
The diver will be holding IH signs with your name and/or other IH students' names.

**VERY IMPORTANT!!!**
**DO NOT BELIEVE** OTHER TRANSPORT OPERATORS IF THEY TELL YOU THEY SAW OUR REPRESENTATIVES LEAVING. THEY JUST WANT TO OFFER THEIR SERVICE/HELP AND TO ‘STEAL’ OUR CLIENTS. IF YOU CAN’T FIND OUR DRIVER PLEASE CALL THE FOLLOWING NUMBERS, OTHERWISE IN CASE YOU TAKE A TAXI OR ANY OTHER TRANSPORTATION, MUYIL MÁGICO AND INTERNATIONAL HOUSE WILL NOT BE HELD RESPONSABLE FOR ANY REFUND.

*Please trust IH quality charters...We’ll be there waiting for you!!*

---

**If you require any assistance, please dial:**

<table>
<thead>
<tr>
<th></th>
<th>EMERGENCY</th>
<th>RESIDENCE</th>
<th>AGENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>From México:</td>
<td>045 (984) 133 1037</td>
<td>01 (984) 879 4829</td>
<td>045 (984) 176 3299</td>
</tr>
<tr>
<td>From the States/Canada:</td>
<td>011 52 1 (984) 133 1037</td>
<td>011 52 (984) 879 4829</td>
<td>011 52 1 (984) 176 3299</td>
</tr>
<tr>
<td>From Europe:</td>
<td>00 52 1 (984) 133 1037</td>
<td>00 52 1 (984) 879 4829</td>
<td>00 52 1 (984) 176 3299</td>
</tr>
</tbody>
</table>

**IMPORTANT INFORMATION**

Students changing from an international flight to a national flight at Mexico City Airport must pass through immigration before going to the national flights departure lounge. Students should be aware that the queues at immigration in Mexico City Airport are often very long and very slow moving. *Don’t just stand in the queue and miss your connecting flight!* Either ask one of the airport employees to show you to the fast track immigration line, or alternatively, simply move to the front of the normal queue and explain to the people around you that you are in danger of missing your flight. Everyone will understand!
Part 4: Pedagogical Issues

Methodology

The main objective of most of our Spanish courses is to improve the students' communicative skills. The emphasis of classroom activities is therefore the development of the students' abilities to speak and understand spoken Spanish. For this reason, classes are conducted entirely in Spanish and students are given plenty of opportunity to practise the sort of language they are likely to need outside the classroom. We don't just want our students to know Spanish, we want them to be able to use it!

Due attention is also paid to grammar, vocabulary, reading and writing skills, and a wide variety of materials is used, including published materials from many different sources as well as materials which have been written by our own teachers.

Students who attend private classes will have course materials designed specifically to meet their particular needs.

The teaching and the course programme are carefully supervised by the Director of Studies, who is also responsible for ensuring that students are placed in the appropriate level and that their progress is satisfactory.

While the atmosphere in the classroom is generally relaxed and informal, students should be prepared to work hard and participate fully.

Study Materials

Given the increasing cost of textbooks (especially imported textbooks), we are obliged to charge students for their course book. The average cost will be 40 US$. However, students who don’t want to purchase a book will be given the opportunity to borrow a copy from the school to use in the class when registered for just 1 or 2 weeks.

Tests and Certificates

On the first day of the course, each student with any prior knowledge of Spanish is given both an oral and a written entry test so that their level of ability can be ascertained and they can be placed in the most appropriate group. The test normally takes around 20-30 minutes (depending on the student's level).

Students who study with us for a number of weeks are asked to take a test to demonstrate how much they have learned. The results of these tests are then combined with the teacher's continuous assessment report in order to determine whether or not students can move up to the next level of ability.

At the end of their course, students will be given a certificate, which indicates the number of hours they have studied with us and the level of ability they have reached.
# Spanish Level System

The table below gives an idea of how our levels compare to those established by the Council of Europe’s Common European Framework of Reference for Languages (CEF) and by the Instituto Cervantes for its Diploma de Español como Lengua Extranjera (DELE) examinations.

<table>
<thead>
<tr>
<th>MCER</th>
<th>NIVELES IH</th>
<th>DELE</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1</td>
<td>C 1.2</td>
<td>Diploma C1</td>
</tr>
<tr>
<td></td>
<td>C 1.1</td>
<td></td>
</tr>
<tr>
<td>B2</td>
<td>B 2.2</td>
<td>Diploma B2</td>
</tr>
<tr>
<td></td>
<td>B 2.1</td>
<td></td>
</tr>
<tr>
<td>B1</td>
<td>B 1.2</td>
<td>Diploma B1</td>
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<tr>
<td></td>
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<tr>
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<td>A 2.2</td>
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<tr>
<td>A1</td>
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<td>Diploma A1</td>
</tr>
<tr>
<td></td>
<td>A 1.1</td>
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</tbody>
</table>
Summary of Syllabus

Phase 1 - Beginners, Pre-Elementary, Elementary

Students develop basic skills in Spanish grammar, including gender and number nouns, adjectives, adverbial phrases, comparative and superlative prepositions and the use of ser and estar. Present, simple past and future tenses are presented at the appropriate level. Participants express needs and desires surrounding their daily routine and experience as a student in Mexico. They learn to identify and to describe people, places and objects in their environment and to express personal opinions in simple concrete language. Other basic functions of language include: agreeing and disagreeing, asking for help, expressing lack of understanding and asking an interlocutor to repeat or to speak more slowly. Participants develop comprehension of simple written and spoken messages in a variety of media: signs, news highlights, announcements, personal letters, postcards, etc. Instructors place language in its proper situational context which, at these levels, includes: the classroom, the workplace, the restaurant, the market/supermarket, the travel agency, a celebration or sporting event, etc.

Phase 2 - Pre-Intermediate, Intermediate, Post-Intermediate

In the intermediate levels, students develop an increasingly accurate use of Spanish grammar. Building on work in previous levels, students learn more subtle and idiomatic uses of grammatical forms including contrasting uses of the preterit and imperfect tenses. Instructors introduce complex verb forms such as the conditional and subjunctive moods for the first time. Students develop an understanding of more complex messages and learn to contribute comments and personal opinions to a conversation, turn-taking and other conversational norms. Participants begin to develop a passive understanding of colloquial phrases and slang. Students also learn to describe their personal experience in greater detail and to narrate events in the past with greater accuracy. Situations and topics include: the family, making invitations, describing character or personality, relationships, planning a celebration, the movies, asking for advice from friends, family or others, appreciating art and music and looking for a job or apartment. At this level, instructors begin to introduce more cultural topics and current events in the target language.

Phase 3 - Pre-Advanced, Advanced

The advanced levels provide students with an opportunity to hone their command of Spanish grammar, to develop fluency and to improve pronunciation. Upon completion of Phase 3, students will have covered the core grammatical syllabus. Students develop greater idiomatic control of the language and begin to understand movies, read literary passages and write advanced texts. Students develop ability with complex linguistic functions including: inferring opinions from a text or dialogue, arguing a point, recommending or giving advice and instructions and making predictions. Themes at this level may include idiomatic expressions, relationships, the newspapers and media, contemporary music, theatre and cultural events, etc. Specific topics vary according to the needs and interests of the class.

Phase 4 - Post-Advanced, Proficiency

These are the most advanced grammar and conversation courses offered and the most individualised. Instructors assess individual needs and design a programme to review complex grammatical forms that students have not fully mastered. As the names suggest, these courses are designed to perfect and polish linguistic ability. Instructors use a range of media and materials to develop the courses around topics of interest to the participants. Students further develop colloquial conversational ability. Students and instructors become co-creators of the course programme and work closely on individualised assignments.

Prerequisites: None for beginners; other courses are sequential.

Faculty

All our Spanish teachers hold a university degree and they have all successfully completed a rigorous training course that prepares them to teach Spanish to foreigners. These teacher training courses combine theoretical input sessions on language acquisition and teaching methodologies and techniques, with extensive teaching practice. At the end of each training course our teacher trainers are able to determine which course participants will be successful Spanish language teachers as they have seen the trainees working with practice students in an authentic classroom environment throughout the course.

The quality of all our teaching is guaranteed by this initial training and by the fact that we only recruit those teachers who have demonstrated their ability on the course.

Regular in-service training courses and seminars are held in the schools and these training sessions, combined with frequent visits to and from other schools, help to ensure that our teaching standards - and our reputation - are constantly upheld.
Part 5: Practical Information

Visas for Mexico

Citizens of the USA, Canada, Brazil or the European Union do not require a visa to enter Mexico. Nationals of other countries often do need a visa and should contact their local Mexican consulate for further information.

Insurance

Students are not insured by International House against illness, accident, theft or loss of personal effects, and IH can accept no responsibility in the event of such occurrences. Personal insurance coverage is therefore strongly recommended.

Health

In the event of sickness or accident, IH will undertake to contact a doctor or hospital on the student’s behalf. In case of emergency, students should make their way to the local hospital.

Our school doctor, Dr. Eduardo Rovirosa makes house calls:

Dr Eduardo Rovirosa
Tel. 044-984-130-43-21 (from Playa del Carmen)

Safety

Playa del Carmen is not a dangerous town and violent crime is very rare indeed. However, incidents such as bag snatching do occur, especially in or around the most popular tourist attractions or on lonely beaches. Students are therefore advised to take sensible precautions and not to carry large amounts of cash with them. We also recommend that they leave their passport, flight tickets, etc. in the safe in the school.

Food

Mexican meals typically consist of a light breakfast, a substantial lunch at around 14.00 and substantial dinner/supper at around 21.00. Lunch and dinner usually consist of 2 or 3 courses and a dessert and meals are usually served with bread/tortillas and water or a soft drink.

There are a large number of reasonably priced restaurants in the town centre which serve a “Comida Corrida” at lunchtime, which usually costs around 50$ pesos. Coffee is invariably available in restaurants but is not usually included in the price of a set meal.

Telephoning

The school’s telephone system is in constant use. For this reason, incoming calls for students can only be accepted in the case of an emergency.

International calls to most countries can be made from any public telephone.

Price Guide

- Lunch: 5.00 to 10.00 US$
- Telephone: 0.30 to 1.00 US$/minute
- Public transportation: 0.50 US$
- Cinema: 5.00 US$
- Soft drink or coffee in a bar: 2.50 US$
- Ice cream: 3.00 US$
- Beer in a bar: 3.00 US$
- Beer in a shop: 4.00 US$ six pack
- Milk: 1.15 US$
- Fresh juice: 2.37 US$
- Sandwich: 4.73 US$
- Mineral water: 2.00 US$
- **Bus (to Cancun or Tulum):** 3.15 US$
- **Taxi:** 1.50 to 4.00 US$

- **Cigarettes:** 3.00 US$/package
- **Excursions, depending on the distance:** 30.00 to 65.00 US$
- **Visit to the doctor:** 50.00 US$
- **Shopping at the supermarket for one:** From 10.00 US$
- **Discoteque entry fee:** Sometimes there’s no entry fee, specially for women. There are some that may cost from 10.00 to 40.00 US$ with open bar and shows included.

- **Dinner in a restaurant for one:** From 12.00 to 25.00 US$ generally.
- **Cell phone:** From 20.00 US$
- **Monthly rate in a Gym:** From 56.00 US$
- **Beach club:** From 5.50 US$
- **Spanish book:** 40.00 US$
- **Spanish dictionary:** 8.00 US$
- **Local newspaper:** 0.55 US$
- **Continental breakfast:** 3.00 US$
- **Local buses:** 1.18 US$
- **To rent a bike:** 5.00 US$ per day.
- **Internet hour:** 1.50 USD (free in IHRM)
- **A notebook:** 1.70 US$
- **Mexican souvenirs:** From 1.50 US$
- **Sun lotion:** 12.00 US$
- **A towel:** 4.00 US$
Part 6: Administration

Booking Procedure

Please remember all bookings should be sent to International House Barcelona.

Bookings can be made in any of the following ways:

- By completing an IH application form on-line at www.ihrivieramaya.com/enrolment.html
- By email
- By telephone (although all telephone bookings should subsequently be confirmed in writing)

The following information should be provided:

- Name
- Age
- Sex
- Nationality
- Mother tongue
- Profession. If student, please provide name of school and course of study.
- Level of Spanish (i.e. Beginner / Elementary / Lower-Intermediate / Upper-Intermediate / Advanced)
- Course location
- Type of course
- Number of weeks
- Starting date
- Accommodation required (single or shared room, no meals, bed and breakfast or half-board)
- Smoker or non-smoker
- Allergies or dietary restrictions
- Estimated date and time of arrival

Please try and supply as much of this information as possible; it will help us make the course and accommodation better for the student.

The booking becomes valid and binding once it has been confirmed by IH.

To complete a booking on-line, please go to: http://www.ihrivieramaya.com/enrolment.html
Payments

Agents sending us students will be invoiced for the net amount payable. (For gross prices and commission rates refer to pages 37 at the end of the manual.)

Payment in US$

Payment in US$ can be made by bank transfer or credit card.

Bank transfers in US$ can either be made to our bank account in Mexico or Barcelona.

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<tr>
<th>MEXICO:</th>
<th>Account Holder:</th>
<th>Servicios Lingüísticos Riviera Maya S.C</th>
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<td></td>
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<td></td>
<td>Swift code:</td>
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<td></td>
<td>Clabe:</td>
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<td></td>
<td>Bank Name:</td>
<td>BBVA Bancomer SA</td>
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<tr>
<td></td>
<td>Address:</td>
<td>Presidente Masarik No. 382, Piso 2,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Col. Polanco, C.P. 11560,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ciudad de México, México</td>
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<thead>
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<th>Account Holder:</th>
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<tbody>
<tr>
<td></td>
<td>Bank Name:</td>
<td>Banco de Sabadell</td>
</tr>
<tr>
<td></td>
<td>Branch Address:</td>
<td>Via Layetana, 47</td>
</tr>
<tr>
<td></td>
<td></td>
<td>08010 Barcelona</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Spain</td>
</tr>
<tr>
<td></td>
<td>Account Number:</td>
<td>0081-0057-31-0072100324</td>
</tr>
<tr>
<td></td>
<td>IBAN:</td>
<td>ES49 0081 0057 3100 7210 0324</td>
</tr>
<tr>
<td></td>
<td>SWIFT code:</td>
<td>BSA BES BB</td>
</tr>
</tbody>
</table>

Payment in Euros

Payment in EUROS can be made by bank transfer or credit card.

Transfers in euros should be made to our Euro bank account in Barcelona, which has the following number:

<table>
<thead>
<tr>
<th>BARCELONA:</th>
<th>Account Holder:</th>
<th>International House Barcelona S.L.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Bank Name:</td>
<td>Banco de Sabadell</td>
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<tr>
<td></td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>SWIFT code:</td>
<td>BSA BES BB</td>
</tr>
</tbody>
</table>

Terms of Payment

Please note that all invoices must be paid in full before the starting date of the course.

Please bear in mind that we have a large number of expenses that have to be paid regularly and punctually (teachers' salaries, host families, etc.). We simply can't afford to wait for months before we are paid. We rely on your co-operation to make payments in full in a timely fashion.
Cancellations

Where a cancellation is received 10 or more days before the course is due to start, we don't charge a cancellation fee to agents.

For cancellations received with less than 10 day notice, we reserve the right to charge a cancellation fee equivalent to one week's course fee and one week's accommodation fee (assuming accommodation has been reserved).

Once the course has started, the cost of the entire programme (course and accommodation) is non-refundable. Under exceptional circumstances, and at the discretion of the school Director, a student's unused fees can be held on account for up to 12 months. In other words, the unused fees (not including the first week's course & accommodation fees which act as the cancellation fee) can be used to study at any of the International House VIVA Group schools for up to a maximum of 12 months after the cancellation date.

Please note: We recommend all students take out a course cancellation insurance policy to protect them against such an incident.

The International House VIVA Group Commission Rates

Our standard commission rates are as follows:

- Tuition in Barcelona, Palma, Mexico and Colombia: 25%
- Accommodation in Barcelona, Palma, Mexico and Colombia: 10% (except hotels)
- All-inclusive fee in Tarragona: 20%

Agencies that are able to send us more than 100 student weeks during the calendar year are eligible for 30% commission on tuition in Barcelona, Palma, Mexico and Colombia.

All bookings in any of our 5 teaching centres (Barcelona, Palma, Tarragona, Playa del Carmen in Mexico and Bogotá in Colombia) are included in the calculation.

Please note that the following programmes have special commission rates:

- Teacher Training courses: 20%
- Net Languages courses: 30%
- Spanish + Soccer Coaching (IH Barcelona): Information available on request.
- Amazon Programme (IH Bogotá): Information available on request.
**Part 6: Prices 2018**

**Riviera Maya Courses - GROSS Prices**

- All prices quoted in US dollars.
- NO registration fee.

<table>
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<tr>
<th>1. Intensive group course</th>
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<td>5-12 weeks</td>
<td>$210/week</td>
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<tr>
<td>13-23 weeks</td>
<td>$195/week</td>
</tr>
<tr>
<td>24 weeks or more</td>
<td>$185/week</td>
</tr>
<tr>
<td>42 weeks (academic year)</td>
<td>$155/week</td>
</tr>
<tr>
<td>Special 3-day week (starting March 26)</td>
<td>$145/week</td>
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</table>

**COMBINE your intensive course WITH:**

<table>
<thead>
<tr>
<th>1.1 Mexican cooking</th>
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<tr>
<td>Price for 3 hours/week</td>
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<table>
<thead>
<tr>
<th>1.2 Scuba diving</th>
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<tbody>
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<td>3 days over any number of weeks (Beginners)</td>
<td>$645</td>
</tr>
<tr>
<td>3 days over any number of weeks (Advanced)</td>
<td>$530</td>
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<table>
<thead>
<tr>
<th>1.3 Latin dancing</th>
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<td>Price for 3 hours/week</td>
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<table>
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<th>1.4 Discover Mexico</th>
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<tbody>
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<table>
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<tr>
<th>1.5 Business Spanish</th>
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<tbody>
<tr>
<td>For one-to-one classes (10hrs/week)</td>
<td>$300/week</td>
</tr>
<tr>
<td>For two-to-one classes (10hrs/week)</td>
<td>$175/person/week</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1.6 Medical Spanish</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>For one-to-one classes (10hrs/week)</td>
<td>$300/week</td>
</tr>
<tr>
<td>For two-to-one classes (10hrs/week)</td>
<td>$175/person/week</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1.7 DELE exam preparation</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>For one-to-one classes (10hrs/week)</td>
<td>$300/week</td>
</tr>
<tr>
<td>For two-to-one classes (10hrs/week)</td>
<td>$175/person/week</td>
</tr>
</tbody>
</table>
## OTHER COURSES:

### 2. Private tuition

<table>
<thead>
<tr>
<th>Type</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>One-to-one</td>
<td>$30/hour</td>
</tr>
<tr>
<td>Two-to-one</td>
<td>$35/hour</td>
</tr>
</tbody>
</table>

### 3. Spanish for families

<table>
<thead>
<tr>
<th>Type</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>One-to-one</td>
<td>$30/hour</td>
</tr>
<tr>
<td>Two-to-one</td>
<td>$35/hour</td>
</tr>
<tr>
<td>Children aged 2 to 5</td>
<td>$15/hour</td>
</tr>
</tbody>
</table>

Intensive group course for students over 16 – see information in 1

### 4. Online Spanish courses

<table>
<thead>
<tr>
<th>Type</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tutored Complete course (120 hrs)</td>
<td>$462</td>
</tr>
<tr>
<td>Tutored Half course (60 hrs)</td>
<td>$242</td>
</tr>
<tr>
<td>Untutored Complete course (120 hrs)</td>
<td>$115.50</td>
</tr>
<tr>
<td>Untutored Half course (60 hrs)</td>
<td>$60.50</td>
</tr>
</tbody>
</table>

### SPANISH TEACHER TRAINING COURSES:

#### 5.1 Refresher Course for Spanish Teachers

- $510

#### 5.2 Tailor-Made Teacher Training Courses

- Prices available on request

#### 5.3 Introductory (or Pre-Service) Courses

- Prices available on request

### MADE-TO-MEASURE COURSES:

#### 6. Made-to-Measure Courses for Special Closed Groups

- Prices available on request
RIVIERA MAYA ACCOMMODATION - GROSS Prices

<table>
<thead>
<tr>
<th>Student Residence (price per person, per night)</th>
<th>US$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single room no meals</td>
<td>$36</td>
</tr>
<tr>
<td>Single room with breakfast</td>
<td>$42</td>
</tr>
<tr>
<td>Single room with Half Board</td>
<td>$49</td>
</tr>
<tr>
<td>Shared room no meals</td>
<td>$26</td>
</tr>
<tr>
<td>Shared room with breakfast</td>
<td>$32</td>
</tr>
<tr>
<td>Shared room with Half Board</td>
<td>$39</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Student Residence for students staying for 27 nights or more (price per person, per night)</th>
<th>US$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single room no meals</td>
<td>$33</td>
</tr>
<tr>
<td>Single room with breakfast</td>
<td>$39</td>
</tr>
<tr>
<td>Single room with Half Board</td>
<td>$46</td>
</tr>
<tr>
<td>Shared room no meals</td>
<td>$23</td>
</tr>
<tr>
<td>Shared room with breakfast</td>
<td>$29</td>
</tr>
<tr>
<td>Shared room with Half Board</td>
<td>$36</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Host Families (price per person, per night)</th>
<th>US$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single room in host family with Bed &amp; Breakfast</td>
<td>$33</td>
</tr>
<tr>
<td>Single room in host family with Half Board</td>
<td>$39</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>On-site Apartments (price per person, per night)</th>
<th>US$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single room in shared apartment</td>
<td>$43</td>
</tr>
<tr>
<td>Double room in shared apartment</td>
<td>$30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Exclusive On-site Apartments (price per apartment, per night)</th>
<th>US$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exclusive Use of 1-bedroom furnished apartment</td>
<td>$70</td>
</tr>
<tr>
<td>Exclusive Use of 2/3-bedroom furnished apartment</td>
<td>$90</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Off-site Apartments</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Also available for a minimum of 4 weeks for the same prices as on-site apartments listed above.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hotels &amp; Hostels</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Prices vary according to season. Low season prices start from $50 per night.</td>
<td></td>
</tr>
<tr>
<td>More information on request.</td>
<td></td>
</tr>
</tbody>
</table>