



ACET

ACTIVE CENTRE OF ENGLISH TRAINING

# COURSE FEES & DATES 2024



Course Reference	Course Name/Hours per Week	Fee per Week	Dates
1	Standard Course 20 hours	€ 250	Every Monday
1.1	Standard Course 15 hours	€ 210	Every Monday
2	Afternoon Course 15 hours	€ 170	Every Monday
3	Intensive Course 26 hours	€ 300	Every Monday
3-1	TOEIC / TOEFL / IELTS Exam Preparation Standard Course + 4 hours	€ 300	Every Monday
<b>Cambridge Examination Preparation Courses</b>			
4	20 hours per week PET/FCE/CAE	€ 250	See Course Dates
4-1	July Course - FCE / CAE (4 weeks & 3 days)	€ 1150	June 24 to July 24
4-2	August Course – FCE / CAE (3 weeks & 2 days)	€ 965	July 29 to August 21
4-3	Accelerated Cambridge Exam Courses – 4 weeks	€ 960	See course dates
<b>Corporate Language Training</b>			
5	Executive and Professional Course 25 hours	€ 900	Every Monday
5-1	Individual Tuition (Any number of hours) One to One Tuition (price per hour) One to Two Tuition (price per hour)	€ 60 € 100	5 hours pw € 280 10 hours pw € 550 Every Monday
6	Professional Work Experience Internship Prog.	€ 650 (nett fee)	September to June
<b>Courses for Overseas Teachers of English - Erasmus funding available</b>			
7-1 7-2	Refresher Course for Non-Native Teachers Teaching Knowledge Test Course 20 tuition hours + 2 afternoons cultural activity	2 wks € 800 1 week € 450	July 1, July 22, October 21
7-3	Content & Language Integrated Learning 20 tuition hours + 2 afternoons cultural activity	2 wks € 800 1 week € 450	July 1, July 22, October 21
7-4	21 <sup>st</sup> Century Skills / Practical Methodology & English Language Development for Teachers 20 tuition hours & 2 afternoons of cultural activity	2 wks € 800 1 week € 450	July 1, July 22, October 21
8	Gold Programme (50+) 15 tuition hours + 2 afternoons of cultural activity + 1 full day	2 wks € 800 1 week € 400	June 10 and September 16
<b>Academic Year Programmes</b>			
Academic Year Programme 12 weeks tuition		€ 2100	Every Monday
AYP – Study & Work:			
25 weeks tuition plus 8 weeks holidays		€ 4300	

**Courses include the following:****Tuition (55 minutes per lesson)**

Diploma on completion of course stating certificate of attendance  
 Welcome pack and orientation talk with guides and maps  
 Course book and materials NOT included ( €50 per book per level)  
 Social Programme (most are FREE, some are paid)  
 Study Centre and free WIFI

Non-EU students booking an academic year programme must register and pay for a recognised English Examination. An examination deposit of €220 is required at time of booking for all Non-EU students.

Medical Insurance is available for long-term Non-EU students at the cost of €160.

**Course Registration fee for all courses**

**€60**

**ACCOMMODATION FEES PER WEEK**

Accommodation Administration fee (non-refundable) € 65

**Homestay** (available all year)

Single Room - Except peak season

€ 240

Single Room – May 18 to September 29

€ 290

Extra Night Homestay

€ 40

Family Accommodation during Christmas (2 weeks)

€ 300

Special Dietary requirements (Coeliac, gluten free, vegan etc)

€ 50 per week

**Student Residences** (from June 1 to August 17, 2024)

Victoria Mills / Victoria Lodge / University Place

€ 210

Extra Night Residences

€ 40

2 / 3 bed Private Student Residence

€ 670

Extra night: € 70

4 bed Private Student Residence

€ 790

Extra night: € 90

5 bed Private Student Residence

€ 990

Extra night: € 130

Hotel & Guesthouse Accommodation also available. Please contact us for prices and availability

**Airport Transfers (Available from Cork airport/Cork Kent train station or Cork Bus station – on arrival only)**

Airport Transfers are free of charge when staying in homestay accommodation and available  
 Saturday / Sunday 09.00 – 22.30 only

Residence Airport Transfers

€ 60 each way

Shared Transfers (only available for students travelling together, staying in the same residence)

€40 per student each way

Residence Airport Transfers are subject to availability only

**BANK HOLIDAYS – ACET will be closed on these dates**

The Centre is open January 8 to December 20, 2024

February 5, March 18, March 29, April 1, May 6, June 3, August 5 and October 28

**ACET is an authorised testing centre for Cambridge Assessment English, where students can take the PET, FCE and CAE examinations on site.**

**ACET is an official TOEIC testing centre in Cork.**



# TERMS & CONDITIONS 2024



**Enrolling on a course** To enrol on a course applicants are required to fill the enrolment form and submit it to ACET by email.

A booking non-refundable deposit of €250 must accompany all enrolments

This deposit is deductible from the total amount payable.

The balance of fees must be paid at least 2 weeks in advance of the course start date.

Accommodation details will be confirmed after we have received full payment.

Course materials/books cost €50 per level and are mandatory to be purchased.

**Confirmation documents** Upon receiving the enrolment form and deposit, ACET will send a confirmation of the booking. It is the responsibility of the applicant to pass on the confirmation documents to the client. ACET shall not be held liable for any issues arising from the failure to provide documentation to clients.

**Age Limit** Minimum age limit is 16 (except Executive and Professional Courses where minimum age limit is 23). Clients under 18 years of age must submit a signed parental consent form along with a copy of their passport during the enrolment process.

**Public Holidays** Monday is the starting day for all standard English courses each week. When Monday is a public holiday, Tuesday is the starting day. There is no reduction in fees when a course includes a public holiday. Public holidays are non-refundable.

**Client Holidays** Clients on long courses (excluding examination courses) there is an option to take a holiday break without losing their course fee. However, this is subject to providing a minimum of 4 weeks' notice. The holiday break must be taken for complete weeks, starting on a Monday and cannot be scheduled mid-week. Clients cannot return to class during the holiday period.

**Course Fees** Bookings are non-transferable, i.e. they are specific to dates, courses and applicant. Regular and punctual attendance is expected from all clients during classes. Clients forfeit tuition if they are late, absent or leave early. If a client is not of sufficient level to join a course, we reserve the right to cancel, alter, or make arrangements on an alternative course for them. In cases where a class consists of three or fewer clients, the lessons will be conducted over a reduced number of hours, as required to accommodate the smaller group size.

**Cambridge Examination Courses** are subject to a level test and the examination fee is not included in the course cost. While we may not have a separate FCE/CAE preparation class, we will have an examination preparation class. The availability of a separate preparation class depends on the number of bookings received.

For the examinations to proceed, a minimum of four participants per examination is required. ACET will not be responsible if the examination does not take place, and we do not assume any liability for other testing centres conducting the examination. The final number of participants cannot be confirmed until the registration closing date. ACET does not administer the CPE examination. Students are responsible to make their own examination arrangements.

Cambridge Examination Course Dates:

## **PET / FCE and CAE**

- January 8 – March 8 (8 weeks)
- April 8 – May 31 (8 weeks)
- June 24 to July 24 (4 weeks & 3 days)
- July 29 – August 21 (3 weeks & 2 days)
- October 7 – Dec 13 (10 weeks)

**Accelerated dates :** (All 4 weeks)

- Feb 12 – March 8
- May 6 – May 31
- Nov 18 – Dec 13

## **Accommodation**

Homestay fees are calculated on a 7-night stay, offering half board from Monday to Friday, and full board (including a light lunch) on weekends. Clients should expect an average travel time of 40 minutes from their homestay to ACET.

WiFi/internet access is available in most homestays.

We do not guarantee a nationality mix in the homestay. Clients of the same mother tongue, may be placed in the same family.

Twin rooms are available for booking, but only for clients travelling together who wish to share a twin room. Special requests must be made at the time of booking. We will endeavour to fulfill these requests but they cannot be guaranteed.

Extra nights in host family / residence are subject to availability and an additional charge.

Accommodation details will only be provided once all fees have been paid in full.

## **Student Residence Apartments**

University Hall / Victoria Lodge / Victoria Mills / University Place residences – 40 minute walk from ACET.

Clients will have a single room with a private bathroom in an apartment that they share with other clients. Each apartment is equipped with a kitchen, a living room with a television. Bed linen is supplied.

Accommodation in student residence is provided by a 3rd party. ACET acts only as an intermediary. ACET does not assume any liability for loss, delay or accident of any kind whatsoever which might occur due to fault or negligence during clients' stay at the client residences.

Clients changing accommodation will not be refunded any difference in price. Accommodation costs are not refunded for part of a week. No allowance is made for absences from accommodation. Nationality/gender mix is not guaranteed in apartments or client residences. Any damage caused by a student to homestay or residence property will be charged to the student or students responsible. ACET reserves the right to recover the costs.

**Airport Transfers** Clients booking homestay accommodation can be collected free of charge from Cork airport/Cork train station or Cork bus station on arrival only.

Clients must confirm date and time of arrival to ACET at least one week in advance. Collection is organised from 09.00hrs to 22.30 hrs.

In the case of a delay during the journey to Cork, clients must promptly contact their hosts. Without prior communication we cannot guarantee the collection service in the case of a delay.

Clients booking other types of accommodation can request a transfer on arrival at a cost of €60 (subject to availability only). The maximum waiting time for a transfer is limited to 30 minutes.

## **Insurance**

Clients are strongly recommended to secure insurance coverage that protects them against the loss of fees and/or other expenses in the event of course cancellation or early departure from Ireland. Additionally, clients are advised to obtain comprehensive insurance, including coverage for health, money, baggage and personal effects before travelling to Ireland. Clients from EU countries should bring their European Health Insurance card. Clients from non-EU countries are required by immigration to take out medical insurance.

Students are not insured by the school or by host families, against accidents, illness, theft or loss of personal effects. ACET accepts no responsibility in the event of such occurrences.

**Publicity Materials** Permission is given for use of students comments or testimonials and photographs / images of students in the official promotional material for ACET by the student or their parents or legal guardian with acceptance of these terms and conditions, unless otherwise specified at the time of booking.

**Junior Students** For all junior students, parents/guardians must sign and agree to accept the school rules and Terms & Conditions prior to receiving the booking confirmation.

**Teacher Courses** A minimum of 6 participants is required to run the courses for Non-Native Teachers. In the event that there are fewer than 6 participants on scheduled dates, Standard English classes will be offered in the morning at the appropriate level with the teacher training afternoons /activities taking place.

## **Cancellation fees & Legal Notice**

ACET reserves the right to modify its services, including courses, facilities/centre and course dates in circumstances beyond our control. This applies if the number of enrolments is insufficient to run a course viably. Furthermore, ACET reserves the right to decline any person's participation at any time without incurring any liability.

**Notice of cancellation** must be given according to the refund policy in order to qualify for a refund. If written notice of cancellation is provided 15 working days or more before the start date, fees are refunded in full, less the deposit. If notice of cancellation is given in writing less than 15 working days before the start date, one week of the tuition fee and one week of the accommodation fee are refunded. If notice of cancellation is given on or after the first day in Cork, the accommodation fee and the course fee are not refunded. (Working days are Monday-Friday)

Documents sent to clients for visa purposes must be returned to the school upon cancellation. Fees can only be returned (less the deposit) after ACET has received the original visa refusal letter.





ACET is not liable for any extra costs incurred as a result of delays (flights, visas, personal etc.) These costs may include accommodation costs, transportation costs, dining, medical bills etc. ACET is not responsible should an examination for Cambridge English or ETS not take place. A limited number of participants is needed for the examinations.

ACET shall not be responsible for or deemed to be in default by reason of delays in or failure of performance of this agreement due to causes beyond its reasonable control and not being limited to civil war between nations, insurrections strikes, riots, fires, floods, explosions, earthquakes, serious accidents, any act of government, governmental priorities, allocations, regulations, or orders affecting materials or facilities, acts of God or the public enemy, failure of transportation, epidemics, quarantine restrictions, or labour trouble causing cessation, slowdown or interruption of work and failure of suppliers and sub-contractors to furnish labour or materials within their contractual delivery times.

ACET reserves the right to close the school on certain days in the case of status red weather emergencies and /or if directed by the Department of Education. Classes missed in this instance are non-refundable.

#### **Visa and Immigration**

Students requiring a visa to study in Ireland should contact the nearest Irish embassy for detailed information and allow at least two months to process visa applications. We can assist with the application procedures for the visa when required. All fees must be paid in advance and an invitation letter with details of the transfer will only be issued once the funds have been received in full by bank transfer. Students who experience delays in having their visa issued can postpone their course.

**Immigration Procedures:** All non-EU students attending a course of more than 12 weeks (90 days) duration are required to register with the Immigration Bureau. A fee of €300 is payable to the Immigration Bureau by students on their initial registration and students will also be charged €300 for any extension of their immigration period. (This is subject to change). All non-EU students registered for courses over 12 weeks in length are obliged to register, pay for and sit an approved English-language examination. We recommend that all non-EU students verify visa and Immigration requirements before booking their course ([www.inis.gov.ie](http://www.inis.gov.ie)).

#### **Holidays for long term students**

Students are permitted to take holidays depending on the duration of their course. The following regulations apply:

Non-EU students must schedule all holidays before they register with the GNIB. Unscheduled breaks in study are not permitted except in exceptional circumstances. Once non-EU students have registered their holidays with GNIB they will not be permitted to change these arrangements.

Holidays cannot be taken during the first 8 weeks of a student's course and cannot exceed 1/3 of the total weeks already studied

Upon returning from a holiday, students may have to take a level test before being placed in a class. In the interest of the student's academic progress, only one holiday is permitted during any 12 week period.

#### **Working while Studying:**

Non-EU nationals with permission to remain in the State for an Academic Year Programme (25+ weeks) are allowed to take up casual employment to supplement their income while studying in Ireland. During term-time and during scheduled vacation periods, students can work up to 20 hours per week. Students can work up to 40 hours per week only during specific periods from mid-December to mid-January and from June to September.

#### **Payment can be made via:**

Credit card or bank transfer through the ACET Flywire gateway:

<https://acetireland.flywire.com>