



## GALWAY CULTURAL INSTITUTE

# PRICES 2021

General English Programme	<b>G20</b> 20 lessons/15 hrs per week	<b>G26</b> 26 lessons/19.5 hrs per week	G30 30 lessons/22.5 hrs per week
1-4 weeks	€215	€255	€275
5-8 weeks	€210	€250	€270
9-16 weeks	€200	€240	€260
17-24 weeks	€180	€220	€230
25+ weeks	€170	€205	€215

€20 per week Summer Supplement 28.06.2021 – 10.09.2021

Combination Courses	CC 26 26 lessons/19.5 hrs per week		CC 30 30 lessons/22.5 hrs per week	
Combination Courses General English 20 + One to One lessons		€515	€695	
One to One	OC 20 20 lessons/15 hrs per week	OC 30 30 lessons/22.5 hrs per week	OC 40 40 lessons/30 hrs per week	
One to One Lessons	€980 €1,440 €1,855		€1,855	
Individual Lessons	<b>€60 per lesson</b> Minimum booking 2 lessons			

#### **SUMMER COURSES**

General English	G20S	G26S	G30S
	20 lessons/15 hrs per week	26 lessons/19.5 hrs per week	30 lessons/22.5 hrs per week
General English Afternoon Available between: 28.06.2021 – 10.09.2021	€190	€220	€235

Academic English	30 lessons/22.5 hrs Price per week	Start Dates	
English for University NEW 3 weeks	€295	14 <sup>th</sup> June 2021 12 <sup>th</sup> July 2021 9 <sup>th</sup> August 2021	Min. level B1

Summer Certificates	20 lessons /15 hrs Price per week	Start Dates	
Leadership & Management 3 weeks	€275	5 <sup>th</sup> July 2021	Min. level B2
Marketing & Social Media 3 weeks	€275	26 <sup>th</sup> July 2021	Mon - Fri Afternoons includes one free week of G20 (mornings)
Business & Entrepreneurship 3 weeks	€275	16 <sup>th</sup> Aug 2021	- G20 (mornings)





#### **International Examination Courses & Exam Dates** Cambridge C1 Advanced (CAE) Cambridge Assessment Cambridge B2 First (FCE) Cambridge Assessment English (B2 Level) (C1 Level) Exam fee: €195 Books: €100 **Exam Dates** Start Dates **Exam Dates Start Dates** Duration 22 Feb 2021 15 May 2021 (Sat) 22 Feb 2021 15 May 2021 (Sat) 12 weeks / EP20 €2.460 20 lessons 20 Sept 2021 11 Dec 2021 (Sat) 20 Sept 2021 11 Dec 2021 (Sat) 9 weeks / EP20 28 Jun 2021 28 Jun 2021 27 Aug 2021 (Fri) 26 Aug 2021 (Thurs) 20 lessons €1.800 Afternoons Only 01 Feb 2021 25 Jan 2021 13 Mar 2021 (Sat) 06 Mar 2021 (Sat) 6 weeks / EP30 06 April 2021 (Tue) 15 May 2021 (Sat) 06 April 2021 (Tue) 15 May 2021 (Sat) 30 lessons €1,735 01 Nov 2021 11 Dec 2021 (Sat) 01 Nov 2021 11 Dec 2021 (Sat) 05 July 2021 30 July 2021 (Fri) 05 July 2021 29 July 2021 (Thurs) 4 weeks / EP36 €1,470 36 lessons 03 Aug 2021 (Tues) 27 Aug 2021 (Fri) 03 Aug 2021 (Tues) 26 Aug 2021 (Thurs) Cambridge Assessment English Cambridge B1 Preliminary (PET) (B1 Level) Exam fee: €150 Books: €100 Duration **Start Dates Exam Dates** 08 Feb 2021 20 Mar 2021 (Sat) 29 March 2021 08 May 2021 (Sat) 6 weeks / EP20 €1,240 20 lessons 20 July 2021 (Tues) 08 Jun 2021 (Tues) (exam 7th week) 26 Oct 2021 (Tues) 03 Dec 2021 (Fri) International English Language Testing System (IELTS) IELTS (B1+Level) Exam fee: €225 Books: €100 Duration 9 weeks / EP20 11 Jan 2021 13 March 2021 (Sat) €2,600 9 weeks / EP20 28 Jun 2021 28 Aug 2021 (Sat) €1,800 Afternoons only 9 weeks / EP20 04 Oct 2021 €2.600 04 Dec 2021 (Sat) 6 weeks / EP20 10 May 2021 19 June 2021 (Sat) €1,325 20 lessons Linguaskill Linguaskill≫ €50 (A1+ Level) External Candidates Admin fee €30 Material fee (for students who already have books) €40 Late Exam Registration





### PATHWAY PROGRAMMES

Pathway Programmes	30 lessons / 22.5 hrs per week	Start Dates
University Foundation / UF Academic Year	€7,500	20 <sup>th</sup> Sept 2021 10 <sup>th</sup> Jan 2022
<b>Pre-Master /</b> PM Academic Year	€7,500	20 <sup>th</sup> Sept 2021 10 <sup>th</sup> Jan 2022

#### SUMMER BUSINESS PROGRAMMES (QQI Award with Galway Business School Award)

Certificate Programmes	Price	Start Dates
Business Communications 8 weeks (20 ECTS) + blended weeks	€2,850	5 <sup>th</sup> July 2021
Business & Entrepreneurship 8 weeks (20 ECTS) + blended weeks	€2,850	12 <sup>th</sup> July 2021

### **ERASMUS + PROGRAMMES**

Teacher Training Programmes	Duration	30 lessons / 22.5 hrs per week	Start Dates
General English + Technology (Primary & Secondary)	2 weeks	€900	6 <sup>th</sup> Apr 2021 (Tues) 12 <sup>th</sup> July 2021
min. B2 level	1 week	€485	12 <sup>th</sup> Apr 2021
General English + Using Drama, Music and Culture in the Classroom (Primary) min. B2 level	2 weeks	€900	6 <sup>th</sup> Apr 2021 (Tues) 9 <sup>th</sup> Aug 2021
	1 week	€485	12 <sup>th</sup> Apr 2021
General English + CLIL (Primary & Secondary)	2 weeks	€900	12 <sup>th</sup> July 2021 9 <sup>th</sup> Aug 2021
min. B2 level	1 week	€485	26 <sup>th</sup> Oct 2021 (Tues)
General English + Academic Writing & Presentation Skills (3 <sup>rd</sup> Level) min. B2 level	2 weeks	€900	6 <sup>th</sup> Sept 2021

Tailored Programmes	20 lessons /15 hrs per week	Start Dates
<b>50+ Programme</b> 2 weeks	€695	10 <sup>th</sup> May 2021 14 <sup>th</sup> June 2021 5 <sup>th</sup> July 2021 13 <sup>th</sup> Sept 2021
Short Stay Group Programme 1 or 2 weeks	Individual Quote	September to June

### **OTHER SERVICES and HOLIDAYS**

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Transfers – one way	Price
Coach Services	€30
Taxi Transfer Galway Coach Station to Accommodation	€25
Taxi Transfer Dublin / Cork Airport	€400
Taxi Transfer Shannon/ Knock Airport	€180
Meet & Greet Services (obligatory for under 18 years old)	€160
Public Holidays 2021	
17 <sup>th</sup> March, 5 <sup>th</sup> April, 3 <sup>rd</sup> May, 7 <sup>th</sup> June, 2 <sup>nd</sup> August, 25 <sup>th</sup> October	
Christmas Holidays 2021	
20th December 2021 – 2nd January 2022. Classes recommence 3rd January 2022.	





### Accommodation Prices

Prices are per week and per person

Host Family Half board Monday to Friday, full board at weekends	Price per week
Standard single room	€215
Single room en-suite	€275
Standard Sharing - Twin/Double *2 people booking together only - limited availability	€180
En-suite Sharing - Twin/Double *2 people booking together only - limited availability	€235
Extra night in Host family	€40
Special diet (Vegetarian, Vegan, Coeliac, etc.) (extra per week)	€38
Close to school supplement (extra per week) *within a 25-minute walk of the school & subject to availability	€38
Summer supplement (extra per week) 26.06.2021 – 12.09.2021	€20
Christmas Break Host Family Supplement (per week) 20.12.2021 – 02.01.2022	€165

Residential (18+ only)	Price pe	er week
Self-catering. Available Saturday to Saturday only	4*	3*
Standard single room in Apartments / Houses	€225	€200
Single room en suite	€250	€225
Shared room -Twin/Double (limited availability)	€170	€145
Shared room en suite -Twin/Double (limited availability)	€195	€170
Hostel Accommodation (subject to availability & pricing at time of booking)	€30+ per night	
Bed & Breakfast / Guest House (subject to availability & pricing at time of booking)	€70+ per night	
3-4-star Hotel Accommodation (subject to availability & pricing at time of booking)	€90+ per night	
Summer supplement (extra per week) 26.06.2021 – 12.09.2021	€40	

\*Residential accommodation prices subject to change (particularly in summer)

Additional charges	Price
Enrolment fee	€60
Accommodation placement fee	€60
Books and materials	€60
Medical insurance (including admin fee)	€150
Changes to booking Administration fee This applies but is not limited to changes of dates, changes of accommodation & of courses. Additional services that are added after the initial booking (for example, special diet or special preferences, additional or reduced number of nights, airport transfer, health insurance, bus tickets, exam fees, exam books, meet & greet, etc.) will incur this fee.	€30





# TERMS AND CONDITIONS 2021 GCI-GBS

#### KEY FACTS

All courses start any Monday except Exam Prep, Foundation, Pre-Masters, 50+, Teacher Training and Group Programmes.	<b>On your first day</b> , you will have orientation, an oral interview and then be placed in your class. Your ID card will be processed and this gives you access	
All courses are Monday to Friday (except bank holidays when courses start on Tuesday).	to GCI / GBS facilities, discounts in Ozone café, on excursions and in shops and restaurants.	
Levels are from A1-C2, Beginner to Proficiency.	GCI is a Cambridge and IELTS exam testing centre / venue. Many exams take place on Saturday and exam dates are correct at the time of printing, but	
Classes start at 9.00 in low season and 8.30, in high season.	may change.	
During the high season, classes operate on a double schedule and you will be allocated your schedule on the first day depending on your course booking – i.e.	Exam fees and exam books are charged separately and late exam fees apply. Exams are often on Saturdays.	
certain courses are automatically timetabled in the afternoon sessions. All lessons are 45 minutes long.	Students may not change from group to private tuition or opt for less intensive courses, or shorten their course regardless of the reason.	
Max group class size is 12 in low season and 14 in high season except for Exam Prep, Foundation, Teacher Training, 50+, Specialist and Group Programmes which	Classes missed due to Public Holidays will not be made up except for individ- ual / One-to-One components.	
are 14 all year round. Mini-Group, General English for Professionals is max 6 and requires B1 level of Eng-	Public Holidays 2021: 1 <sup>st</sup> January, 17th March, 5th April, 3rd May, 7th June, 2nd August, 25th October	
lish	Christmas Holidays 2021: 20th December – 2nd January. Classes recommence 3rd January 2022.	
Minimum numbers, minimum level and minimum age are required for some courses.	GCI / GBS have an <b>English only policy</b> and failure to speak English may result	
Minimum age is 17 during low season and 16 in high season	in a student being asked to leave the school on a temporary or permanent basis.	
Books and materials are charged separately. There is an additional charge for a new book of when you change level. We have a second- hand book scheme in	Class <u>attendance is obligatory.</u>	
operation for books in good condition for students who move level.	GCI / GBS have <u>a no-smoking policy</u> .	
Insurance is obligatory for non-EEA and must be issued by a body regulated by the Irish authorities	Respect for property, people, other nationalities and customs must be shown at all times.	
A Placement Test is obligatory for all students. Please complete our grammar and vocabulary test online at https://www.gci.ie/english-test/ a minimum of two	Students under 18 years of age:	
weeks before your course start date.	<b>a)</b> Are required to provide a <b>Signed Parental Guarantee</b> and to carry this with them at all times whilst travelling to Ireland.	
All prices are per week except for Foundation and Exam Preparation programmes.	b) A Meet & Greet Service is obligatory for all under 18 year olds on arrival.	
We have an Emergency Number 24/7 - +353 87 2478128	c) Under 18 year old students must abide by the rules and regulations and behave as adults.	

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Complete all sections of the GCI school registration form or book online at <u>www.gci.ie</u> and send it with a non-refundable deposit of €150.00 by FLYWIRE, Bank Transfer or Credit Card six to eight weeks prior to course commencement. For visa requiring students, you must use PAY to STUDY escrow account.	<b>Proof of payment of fees must be sent to us</b> and please email a scanned copy of your bank transfer, <b>and quote your STUDENT REFERENCE NUMBER</b> on all correspondence.
Upon receipt of your registration form we will confirm your place and send you a full invoice.	Full fees must be received before accommodation details are sent. These are usually sent two weeks prior to your arrival.
Full settlement of the account should be made 28 days in advance of your arrival (21 days in winter). Should you register late, full fees must be sent on receipt of invoice.	Transfer details should be sent as soon as they are available and at least seven days prior to the course.

ENGLISH ONLY & ATTENDANCE POLICIES	
GCI and GBS operate an <b>English ONLY</b> policy both in class and in the school building and grounds.	Failure to adhere to these policies will result in students being asked to leave the class or the school.
Attendance is obligatory and is monitored (minimum 85% required), as is participation in class.	Persistently speaking a language other than English or persistent absence or late arrivals will result in a student being asked to leave their course perma-
These policies ensure that all students gain the maximum benefit from their course and from their ability to communicate and interact with other students and per- sonnel within the school.	nently. There will be no exceptions.





#### PAYMENT OPTIONS

#### PAYMENT OPTIONS

You have a number of payment options.	We have chosen <b>FLYWIRE</b> as our pre-
ferred option because:	

- it is secure and efficient and is done online.
- you can pay by bank transfer or by credit card.
- you can pay in your own local currency and see the euro amounts due to us. - bank charges do not apply.
- you, the student, and we, the school, can very easily track your payments from beginning to end.
- there are additional options for specific countries which you can see on <u>www.flywire.com</u>

#### PAYMENT STEPS USING FLYWIRE

To pay your fees:

 You can log on directly to our page on <u>FLYWIRE</u> galwayculturalinstitute.flywire.com to begin the payment process or onto <u>www.flywire.com</u> directly.

ii) Choose your country & amount to pay in EURO.

- iii) Choose your payment method & make your payment
- iv) Enter your details & the student details (if the payee is different to the student). This includes the GCI/GBS STUDENT ID NUMBER.
- v) Track or confirm your payment by email, SMS or by logging into galwayculturalinstitute.flywire.com

#### PLEASE NOTE

We will send your accommodation details and arrival information approximately two weeks before departure. These are subject to receipt of full payment of your fees into GCI / GBS bank account.

#### CANCELLATIONS & CHANGES TO BOOKINGS Additional Administration Fee For cancellations up to 2 weeks before course commencement, full fees will be There is an additional administration fee of €30.00 charged for each booking refunded except the non-refundable deposit of €150. change after the initial booking. This applies but is not limited to changes of For cancellations of 14 days or less, the deposit will be retained and the following dates, changes of accommodation & of courses. percentages of the fees (full package: course, accommodation, registration fees, any additional extras, etc.) will be refunded: Additional services that are added after the initial booking (for example, special diet, halal, vegetarian, coeliac, special preferences, additional or re-• 7-14 days: 50% of course fees will be refunded. duced number of nights, health insurance etc.) will incur this fee. • Less than 7 days: 30% of course fees will be refunded. It will not apply to upgrades in bookings - i.e. adding a significantly longer course; adding the **<u>FIRST transfer</u>** after the initial booking. Once the course has commenced fees will not be refunded irrespective of the circumstances. This includes late arrival/early departure or days missed during the Please note that the change to booking fee of €30 applies when you **transfer** course onto an exam preparation course from any other course. Fees / tuition weeks are non-transferrable and non-refundable irrespective of the All changes between one course and another, including changing from Gencircumstances. eral English to Exam preparation programmes, are subject to availability and Please refer to our Covid-19 Cancellation Policy additionally. are at the complete and sole discretion of Management.

**BANK TRANSFER:** 

Swift AIBKIE2DXXX

Sort Code: 93-72-23

Bank Account: 08820189

PAYMENT BY CREDIT CARD

VISA REQUIRING STUDENTS

fee due.

cation

IBAN:- IE 81 AIBK937223 08820189

All bank charges are the responsibility of the student.

will mean that we cannot track your payment.

will mean that we cannot track your payment.

Failure to quote YOUR STUDENT NUMBER as the payment reference number

Payment by credit card is subject to an additional 2.5% charge of the total

Failure to quote **YOUR STUDENT NUMBER** as the payment reference number

You must pay through **Pay to Study Escrow Account** where your fees will be held on behalf of the student and GCI/GBS pending the VISA Decision.

GCI English Language Course: https://gci.transfermateeducation.com/

GBS Degree Programmes: https://galwaybusinessschool.transfermateedu-

Account Name: Galway Business School Bank: AlB Bank, 18 Eyre Square, Galway, Ireland

#### **INSURANCE & HEALTH**

All students should be in a fit state of health to reasonably carry out the course and accommodation type they have booked.	Failure to do so may result in the booking being cancelled even after the course has commenced and the student being sent home.
All participants should provide their own health and travel insurance. Participants from EEA countries should obtain a EHIC Card from their local Social Welfare Office before departure – see <b>http://ec.europa.eu</b> This only entitles you to free emergency hospital care and attendance at certain doctors. It does not cover elective medical or dental treatment.	These include illnesses or conditions that may manifest themselves during the stay that may be deemed to be in any way contagious, whether real or imagined, and include, but are not limited to skin, bronchial, stomach or other conditions that might infect others or are such that you cannot be in a school situation.
We strongly advise you to insure against loss of fees, personal effects, flights etc. that you may incur due to cancellation or early arrival or late departure.	You will need a doctor's letter to confirm that you are now fit to return to the school. In serious situations, you may be asked to return home.
Any person undergoing medical treatment should bring a medical certificate and should bring sufficient medicine to cover their stay in Ireland. Important health or psychological problems must be brought to the attention of GCI/GBS before enrolling so that the school can approve the booking and facil- itate the specific condition, where possible.	All costs associated with such conditions, including medicines, fumigations, laundry etc. either of you, the school or the accommodation, are the sole responsibility of the student. We have a duty of care to you and to all other students and staff members in our care and have to take the necessary steps to ensure the best outcome for everyone.





ACCOMMODATION	
Accommodation is reserved on a weekly basis – i.e. 7 nights either for host family or residential accommodation. The minimum stay is one week.	Accommodation assigned at booking may be subject to change. Residential apartments are self-catering and are for students of 18+. All resi-
Distance from accommodation to school is between 5 minutes' walk to 30	dential accommodation is non-smoking.
minutes by bus depending on traffic. Accommodation is only organised for students attending a course at GCI or GBS.	Extra nights are not available in residence and alternatives (B&B or Host Family) are subject to availability.
Half board is provided in host families from Monday to Friday and full board at the weekends. The majority of families are non-smoking.	Students are required to fill in and sign a <b><u>Residential Deposit Form</u></b> agreeing to abide by the rules and regulations of GCI / GBS residential accommodation.
Special requests with regard to pets, children, allergies, location of accommoda- tion, diet (vegetarian, vegan, halal, coeliac, etc.), incur an additional supple- ment per week. These requests <b>must</b> be made at the time of the initial booking. Please note that these requests cannot be guaranteed.	€150.00 security deposit for residential accommodation is payable in advance or on your first day at school. This can be paid by direct debit or by laser card on arrival.
If the preferred option is unavailable, the next best option will be allocated.	Credit cards can also be used (and a 2.5% fee applies). Cash is not accepted for residential deposits.
Extra nights are possible in a host family at a fee per night subject to availability. Staying over Christmas in a host family incurs a supplement per week and is sub-	Accommodation fees are non-refundable. For more than one change to ac- commodation an additional registration fee will apply to each change.
ject to availability. Residences are reserved from Saturday to Saturday.	Extensions to accommodation must be done through the school and not through the host family or through the landlord.

TRANSFERS	
It is easy to travel to Galway from all airports in Ireland - Dublin, Shannon, Knock	A Meet & Greet Service is an additional service we provide for students on
& Cork airports. You can either take a bus or the train. We can book your pre-	arrival at the airport. A GCI / GBS representative meets you at Arrivals in the
ferred transfer option for you once you send us your flight arrival times.	airport (with a sign with your name), brings you to the bus to Galway. The
	representative does not travel with you. On arrival at Galway Coach Station
You can travel by <b>bus</b> directly from Dublin Airport to Galway city centre. Buses	you are met by another school representative and brought to your accom-
are quick, cheap and are the best option, in our view. We can book it for you.	modation. Included in the price of the Meet & Greet is the Bus Ticket to Gal-
Two bus companies that you can use are <u>www.gobus.ie</u> ; <u>www.citylink.ie</u> ;	way and the Taxi Transfer to your accommodation. You can choose to have
www.eireagle.ie If you choose to travel by <b>train</b> from Dublin to Galway, you will	this service on Arrival only, or on Arrival and Departure.
need to transfer to the Heuston Train Station first.	A Meet & Greet Service is obligatory for ALL under-18 year olds. (This is re-
Buses from Shannon, Cork and Knock airports are with www.citylink.ie or with	quired by Irish law)
www.buseireann.ie	quiled by institiow)
	If we organise your transfer for you, we need your flight details and mobile
We can also organise a Private Taxi Transfer from Dublin, Cork or Shannon airports	number in case of any delay or change.
directly to your accommodation in Calway	

VISA	
<ul> <li>We can assist you in your application for a VISA should you require one.</li> <li>Please allow a minimum of 6+ weeks to process your VISA application. We recommend that long stay students apply for a D-VISA.</li> <li>All fees must be paid in advance and are refundable (except for the deposit of €150.00) in the case of a visa being refused unless false documentation has been</li> </ul>	<ul> <li>Fees will not be refunded if a visa is denied due to submission of false or inaccurate information.</li> <li>Visa applications are available from http://www.inis.gov.ie/ There is a fee of €300 each time a visa is issued or extended by GNIB (Irish Immigration).</li> <li>Visa requiring and all non EEA students must have adequate health insurance</li> </ul>
submitted. This includes a minimum of four weeks accommodation and medical insurance. For Visa Requiring Students: You must pay through Pay to Study Escrow Account	to cover their stay in Ireland and is available for purchase from the school. Students, particularly long stay non-EEA students, are required to sit an inter- national examination course while they are in GCI as part of their visa condi-
where your fees will be held on behalf of the student and GCI/GBS pending the VISA Decision. Delays in issuing visas will mean that a course is postponed to the next course starting date and additional charges may apply.	tions. When you arrive at the airport, Immigration <b>usually</b> stamps your passport with a visa for one month.

#### VISA PROCESS IN GALWAY

To land in Ireland as a non-EU citizen, you will need the following to present to Immigration:	Once you arrive in Galway you will need to:
<ul> <li>your passport</li> <li>confirmation from GCI / GBS of your course booking</li> <li>confirmation of your accommodation address in Galway</li> <li>proof of purchased medical insurance</li> <li>confirmation of payment to GCI / GBS</li> <li>You can, in certain circumstances, use a bank statement from your home country but it must be an original document from the bank with the €3,000 amount shown.</li> <li>You can also use alternative insurance to the GCI product but it must be regu-</li> </ul>	<ul> <li>Open a bank account and deposit €3,000 in that bank account (we bring you to the bank in your first week)</li> <li>Get letters from the bank, the school, proof of address and proof of medical insurance (we help you with this process)</li> <li>Go to Immigration (GNIB, Galway) with your passport and all the necessary documents (we help you with all the documentation and the process).</li> <li>You will need €300.00 to pay for your IRP (Irish Residence Permit) card.</li> <li>All this must be done in the first four weeks of your stay.</li> </ul>
lated by the Central Bank of Ireland and it must have your Irish address on it	The GNIB Immigration Officer has the final authority to decide whether these documents are acceptable.





#### PPS NUMBER

A PPS number is a Personal Public Social Number and is required if you wish to work in Galway.

It is also required if you are undertaking a Department of Education (QQI) degree or certificate. To apply for a PPS number you must go to the Social Welfare Office in Fairgreen Road, Galway. You will need your passport, proof of address (i.e. bank letter) and a letter from the school. Students who require a visa to stay in Ireland cannot get a PPS number if they are staying here for less than 25 weeks.

You should have an offer of a job before applying for a PPS number.

#### **GENERAL CONDITIONS**

GCI / GBS cannot accept responsibility for flight delays or changes in timetables by other third parties outside of our control.

We reserve the right to change without notice the contents, dates, times or any other detail of a course brought on by strikes, political events, natural disasters or any other event considered by Management to be pertinent.

GCI & GBS reserve the right to change any of the details given in any course brochure or website or the composition of the lecturing team.

In the event of a dispute, GCI / GBS will endeavour to resolve the issues in a fair and ethical manner. Once this process has been exhausted, GCI / GBS will follow the Dispute Resolution Procedure of IALC. In the event of legal action, the court case must be taken where the bulk of the service provided by GCI / GBS has taken place, i.e. Ireland.

The student is responsible for any damage or injury he/she may cause to buildings, furniture, fittings, individuals, families, other students, agents etc., while registered with GCI/ GBS.

Should a student behave in an unseemly and/or inappropriate manner that may bring the school or its agents into disrepute or to cause damage to its reputation or standing in any way, either real or imagined, he/she will be asked to leave the school immediately. The Management / Directors will be the only arbitrators in any such event. A serious misdemeanour or any infringement of the laws of the land will result in instant dismissal from the school.

The contract between GCI / GBS or related companies and any of its students or agents shall be terminated in the following instances or any such instances as defined by the Management / Directors at any given time:

a) Cause damage of any kind to the Institute / School, its good name either real or imagined, members of staff, host families, residences, other students or any other agent of GCI / GBS or their good name, either real or imagined.

 ${\bf b}{\bf )}$  If the student behaves in such manner that leads to a disturbance or nuisance.

c) If the student is suspected of or charged with any misdemeanour or crime against the laws of the land. Any costs incurred in any such events will be the responsibility of the student or his/her parents or guardians.

No liability of any kind shall be attached to GCI / GBS for any losses of any kind incurred by the student as a result of GCI / GBS terminating the Contract. It will be a matter entirely for the student to make arrangements for his / her return to their country of origin and to make good any loss suffered by GCI / GBS or its agents.

Lessons	Low Season	Summer (28.06.2021 – 10.09.2021)
20 lessons / 15 hours	09.00 - 10.30 Class 10.30 - 11.00 Break 11.00 - 12.30 Class 12.30 - 13.30 Lunch	08.30 -10.00 Class 10.00 -10.30 Break 10.30 -12.00 Class 12.00 -13.00 Lunch
20 lessons / 15 hours G20S + SAY20 Summer	Not applicable	14.45 - 16.15 Class 16.15 - 16.30 Break 16.30 - 18.00 Class
26 lessons / 19.5 hours (3 afternoons) 30 lessons / 22.5 hours (5 afternoons)	09.00 - 10.30 Class 10.30 - 11.00 Break 11.00 - 12.30 Class 12.30 - 13.30 Lunch 13.30 - 15.00 Class	08.30 - 10.00 Class 10.00 - 10.30 Break 10.30 - 12.00 Class 12.00 - 13.00 Lunch 13.00 - 14.30 Class
26 lessons / 19.5 hours (3 afternoons) 30 lessons / 22.5 hours (5 afternoons) G26S + G30S + SAY26+ SAY30 Summer	Not applicable	13.00 - 14.30 Class 14.30 - 14.45 Break 14.45 - 16.15 Class 16.15 - 16.30 Break 16.30 - 18.00 Class
36 lessons / 27 hours	Not applicable	08.30 - 10.00 Class 10.00 - 10.30 Break 10.30 - 12.00 Class 12.00 - 13.00 Lunch 13.00 - 14.30 Class 14.45 - 16.15 Class (except on Fri when class finishes at 12.
Certificate in Leadership & Management Certificate in Marketing & Social Media	Not applicable	13.00 - 14.30 Class 14.30 – 14.45 Break 14.45 - 16.15 Class