

## IN-COMPANY COURSES

Since its creation in 1985 CTA Interlingue Institute has been active in language courses given to the personnel at the premises of their different companies in Tessin.

Many Swiss-Italian companies and banks have benefited from our professional experience in this field.

We propose courses for all levels, specifically based on the linguistic needs of our clients/companies and also for the preparation to take internationally recognized exams (e. g. the Cambridge University exams of English and the Goethe Institut exams for German).

Such courses could be organized for individuals as well as for small groups.

The most requested language courses are in English, Italian, French and German. Our institute can meet with the requests of our clients for other languages.

Our collaborators are mother-tongue, highly qualified teachers in their own language and with professional and pedagogic experience in teaching adults (e.g. FSEA qualification or equivalent).

Courses are offered in renewable modules of 20 lessons of 45 minutes each, which are usually given in sessions of 90 minutes each (equal to two lessons at a time).

Learning is mostly achieved in the classroom with individual and/or group activities proposed by the textbook and the supplementary material, to get an authentic and updated profit of the language and to stimulate an active participation and help participants to become responsible for their own learning.

During the whole course there are regular opportunities for revision and achievement tests, with the final test at the end of each module.

**COSTS:** placement test, enrolment fees, feedback (in the middle and at the end of the course) and frequency certificate included.

N° of participants per class	Module of 20 lessons cost per lesson in CHF	Total per a module of 20 lessons in CHF
6 - 10	12	1920
4 - 5	21	1680
2 - 3	33	1320
1	64	1280

- Invoiced separately: didactic materials (textbooks, photocopies, etc.) and 10 transfer costs (CHF 10.00 within Lugano, CHF 20.00 until 15 km, more than 15 km to be defined).
- Payment is made before the beginning at each module.
- For the preparation for international diplomas, a supplement of 15% is required.

### CONDITIONS FOR RENEWAL / ANNULMENT

The modules are renewed automatically. The customer can renounce for the renewal through a registered letter, with a notice of 4 (four) sessions, before the end of the running module.

Annulment, for whatever reason, before 3 working days of the start of the course implies a payment of 50% of the total cost of the course; after that term, other than the consumed lessons, the payment of 50 % of the remaining lessons.

We are at your disposition for preparing an offer to satisfy your linguistic needs.

Please contact us for a consultation and for a personalized offer.

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