inlingua®

www.inlinguamalta.com

Malta Academic Course Guide 2021

Crossing Language Barriers

inlingua®

Over 50 years of experience

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About inlingua Malta

Malta is the home of everything British mixed with the Mediterranean charm of the Maltese Islands – a perfect fun-filled destination to learn English!

inlingua Malta is located in Sliema, Malta's most vibrant tourist destination! You can improve your English in one great location connected to all of Malta's main attractions and interesting locations. The school has 20 bright and comfortable high-tech classrooms, a student lounge, self-learning study rooms with materials and computers access as well as a student relaxation area close to reception. Free wifi is available throughout the school.

Our School:

- 20 air-conditioned classrooms all with Interactive Flat Panels
- Student lounge
- Lending library
- Wireless internet access
- ISO Certified - Quality assured
- Feltom Accredited
- Authorised Cambridge Centre

inlingua
MALTA

Why choose inlingua Malta?

We form part of inlingua International, celebrating more than 50 years of experience in effective language training. inlingua is the largest association of privately-owned languages schools having 300 language centres in 37 countries worldwide.

Experience

inlingua Malta was the first language school on the island of Malta, established in 1980 and backed by 40 years of experience, we are trend setters in Malta's ELT industry! Our trainers are well experienced in teaching (Cambridge CELTA or DELTA qualified) and come from diverse backgrounds creating a pool of knowledge which is not restricted to language learning or linguistics. A number of our trainers have professional business experience and qualifications and understand the diverse linguistic needs of each student. Therefore, we can offer a tailor-made approach for every student to help them reach their goals.

Quality not quantity

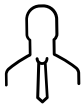
We offer a personalized service where teaching standards are not compromised by quality and price. inlingua Malta is accredited by FELTOM and ISO:29990/ISO9001, meaning our courses and the overall organization, is recognized as being of the highest standard. We have a strong international reputation for providing high quality language courses in a welcoming and professional atmosphere!

The inlingua Method

The inlingua Method is one of the key elements that contribute to learning success. It is based on decades of experience in language training and is continuously evolving to match the needs of a changing world. The three components of the inlingua method are:

Communication First

inlingua Learning Materials



Native Speaking Language Training

Continuous Worldwide Learning

Carry on learning online or at another center in your area using the same course book! With my.inlingua.com the possibilities are infinite. Online course work will supplement your lessons whilst face-to-face virtual classrooms will ensure that your learning does not stop! This blended learning experience can be tailored to create the optimal fit for the student looking for flexibility in their learning.

Location, Location, Location!

We are situated in a prime location within the touristic area of Sliema, with cafés, restaurants, retail outlets and leisure pick-up points right on our doorstep. It is the perfect base to visit all that Malta has to offer. The capital, Valletta is a 7-minute ferry ride across the harbor whilst direct transport routes will take you to Malta's iconic attractions.

Materials & Services

Print

inlingua Course Books are designed as support material for language training sessions. They are adapted to suit the level, language structure, vocabulary and topic of the learner's choice.

Audio

Each course book has audio exercices in the training session or for private practice. All audios are available for download on the inlingua website.

Online Test

inlingua offers free online language placement testing. The test can be taken at any time online, and it is non-binding. If you wish, your results can be sent directly to your center of choice.

Virtual Classroom

The virtual classroom enables learners to learn anywhere, at any time. Lessons take place online with a teacher, and only require stable internet access and a computer with integrated audio and webcam.

inlingua Online Learning

iOL provides the opportunity to choose a customized learning path which meets individual needs and enables learners to continue learning outside the classroom.

Blended Learning

Blended learning comprises the best of both worlds: in-class and online learning. The blended learning approach can be tailored to create the optimal fit for customers looking for flexibility in their learning.

inlingua Malta Programmes

inlingua offers a number of programmes across all levels of CEFR to meet the needs of its customers:

General Programme

For adults who need language skills for everyday communication

Business Programmes

Available for those who want to learn a language for professional purposes as quickly and efficiently as possible

Kids and Teens Programmes

Available in English for children from the age of five

Exam Preparation Programmes

For those who require an international qualification such as IELTS or Cambridge PET, FCE or CAE

inlingua Online Programme

Available for all course types, students complement their learning with online coursework + face to face virtual lessons

All inlingua programmes are recognised by:

Overview of Levels

	inlingua	CEFR [1]	Weeks	ACTFL [3]	Cambridge	TOEIC [4]	TOEFL [4]	IELTS [6]	ILR [7]
ADVANCED	5	C2	45	Superior	CPE			8.0 - 9.0	4+ 4
ADVANCED	4 Step 2 4 Step 1	C1	40 35	Advanced High	CAE / BEC Higher	945	110 - 120	7.0 - 8.0	3+ 3
INTERMEDIATE	3 Step 2 3 Step 1	B2	30 25	Advanced Mid	FCE / BEC Vantage	785	87 - 109	5.0 - 6.5	2+ 2
INTERMEDIATE	2 Step 2 2 Step 1	B1	20 15	Advanced Low	PET / BEC Preliminary	550	57 - 86	4.0 - 5.0	1+
BEGINNER	1 Step 2	A2	10	Intermediate High Intermediate Low	KET	225			1
BEGINNER	1 Step 1	A1	5	Novice High Novice Low		120			0+

[1] CEFR: Common European Framework of Reference for Languages

[2] ALTE: Association of Language Testers in Europe

[3] ACTFL: American Council on the Teaching of Foreign Languages

[4] TOEIC: Test of English for International Communication

[5] TOEFL (IBT): Test of English as a Foreign Language (Internet-based Test)

[6] IELTS: International English Language Testing System

[7] ILR: Interagency Language Roundtable

The inlingua levels compared to international levels and levels used by academic institutions

inlingua Online Courses

inlingua offers its students the possibility of blended learning – the chance to mix face-to-face classroom learning with online course work complimenting the inlingua course book and language aims for each level. This can also be the perfect tool for those who wish to continue their studies from the comfort of their own home.

Tutor led Self-Study and Online Conversation Lessons

Our online learning tutor will assist you in completing your tailor-made coursework and will give you feedback on the work completed. After completing the online test and assigning an inlingua level, the tutor will assign the right coursework, whether covering the General English material or the Business English course book and modules. Learners will also have the opportunity to choose the time and topic for 10 conversation lessons of a 50 minute duration. Conducted by an inlingua International trainer who corrects learners' spoken production of a maximum of 4 partipants, these lessons are ideal for improving the speaking skill and fluency.

	ACCESS DURATION	AREA OF STUDY	PRICE
inlingua Online - General English	3 months	General English	120
inlingua Online - Business English	3 months	Business English	120

Available at the following CEFR Levels:

C2 C1 B2 B1 A2 A1

Learning in a Group
English for Life

General English Course 20/30 : 15/22.5 hours per week

A perfect choice if you want to combine a language course with a relaxing, fun-filled holiday. Using the General English inlingua course book you will cover general topics of general interest whilst targeting everyday language aims through the learning of conversational English, grammar and vocabulary, and the four skills.

Business English Course 20: 15 hours per week

This course will teach you how to communicate effectively in a business environment. The inlingua Business Course book covers topics and language common to this field. Lessons are intense and focused and you will learn quickly in this highly charged environment.

English Junior 20 (Age 5-12): 15 hours per week

This course is designed specifically for children. Following the inlingua Junior Book materials, learning is more effective and much more fun through the use of visual props and exercises in the forms of games and activities. The child is encouraged to practice through participation and the trainer creates a positive atmosphere where students are confident and relaxed.

Available at the following CEFR Levels: C2 C1 B2 B1 A2 A1

COURSES	HOURS PER WEEK	MINIMUM AGE	NO. OF STUDENTS IN CLASS	STANDARD	HIGH	*ONLINE LEARNING MY.INLINGUA.COM
General English 20	15	13+	10	180	215	120
General English 30	22.5	13+	10	230	275	120
English Mini Group 20	15	13+	6	250	335	120
English Mini Group 30	22.5	13+	6	325	400	120
Business English 20	15	18+	6	240	290	120
Junior English 20	15	5+	10	195	240	-

*Optional upgrade to include online learning with inlingua: 3 months activation with course work + 10 online converation lessons for €120

Parent & Child Courses

Our junior courses offer English lessons for children starting from the age of 5. Parents can book any group course consisting of 20 lessons at the same time as their children.

Parents have peace of mind and can focus on learning knowing that their children are taken care of whilst learning English too! Parents and children attend the same school at the same time and enjoy their free time together too!

COURSES	HOURS PER WEEK	MINIMUM AGE	NO. OF STUDENTS IN CLASS	STANDARD	HIGH
General English 20 + English Junior 20	15 + 15	5 & 18+	10 + 10	375	455
General English Mini Group 20 + English Junior 20	15 + 15	5 & 18+	6 + 10	445	575
Business English 20 + English Junior 20	15 + 15	5 & 18+	6 + 10	435	530

*A1-B2 levels available for Junior Course. A1 - C2 levels available for Parent Courses.

Available at the following CEFR Levels:

C2
C1
B2
B1
A2
A1

inlingua
B1
inlingua
MALTA

Learning One-to-One
English for Work

inlingua designed a Crash Intensity Programme as a crash course for people who need to improve their general or business English skills significantly and in a short time! Private lessons are designed around your needs and interests whilst you will be encouraged to get actively involved in the learning process.

COURSES	HOURS PER WEEK	MINIMUM AGE	NO. OF STUDENTS IN CLASS	STANDARD	HIGH	*ONLINE LEARNING MY.INLINGUA.COM
CIP General English 10	7.5	5+	1	280	330	120
CIP General English 20	15	5+	1	540	640	120
CIP General English 30	22.5	13+	1	750	900	120
CIP General English 40	30	13+	1	800	1,000	120
CIP Business English 30	22.5	18+	1	780	930	120
CIP Business English 40	30	18+	1	840	1,040	120

*Optional upgrade to include online learning with inlingua: 3 months activation with course work + 10 online converation lessons for €120

General English Combined

Make the most out of your time at inlingua Malta and follow this course to achieve optimum results rapidly and effectively. These courses combine, 20 group lessons with 10 one-to-one lessons targeting areas of your specific needs.

COURSES	HOURS PER WEEK	MINIMUM AGE	NO. OF STUDENTS IN CLASS	STANDARD	HIGH	*ONLINE LEARNING MY.INLINGUA.COM
Junior English Combined	22.5	5+	10 + 1	440	500	-
General English Combined	22.5	13+	10 + 1	415	475	120
Business English Combined	22.5	18+	10 + 1	485	545	120

*Optional upgrade to include online learning with inlingua: 3 months activation with course work + 10 online converation lessons for €120

Available at the following CEFR Levels:

C2 C1 B2 B1 A2 A1

Long Stay Programmes & Packages

For those students who want to reach optimal levels of English before moving to another English speaking country or following a desired University or College Programme, this course is ideal to develop the fluency in English to that of a native speaker. Throughout this long programme, students are monitored by their trainers and by means of progress tests as they move from one level to the next. Long stay programs often lead to achieving internationally recognized qualifications.

COURSES	HOURS PER WEEK	8 WEEKS+	12 WEEKS+	24 WEEKS+	32 WEEKS+	40 WEEKS+	48 WEEKS +	*ONLINE LEARNING MY.INLINGUA.COM
General English 20	15	1,200	1,740	3,360	4,320	5,000	5,760	120
General English 30	22.5	1,400	2,040	3,960	5,120	6,200	7,200	120

*Optional upgrade to include online learning with inlingua: 3 months activation with course work + 10 online converation lessons for €120

Available at the following CEFR Levels:

C2 C1 B2 B1 A2 A1

Long Stay Accommodation Options

Student Self -Catering Apartment - St.Julians

ROOM TYPE	STANDARD 8 WEEKS	ADDITIONAL WEEKS	HIGH (5TH JUNE - 5TH SEPT) 8 WEEKS	ADDITIONAL WEEKS
Single Room	1,200	150	1,440	180
Double Room	640	80	880	110
Triple Room	560	70	800	100
Quad Room	480	60	720	90

Facilities include: Basic shared apartment, small kitchen per apartment, shared bathroom, free Wifi, swimming pool, weekly clean and linen change

Self -Catering Apartment - Sliema

ROOM TYPE	STANDARD 8 WEEKS	ADDITIONAL WEEKS	HIGH (5TH JUNE - 5TH SEPT) 8 WEEKS	ADDITIONAL WEEKS
Per person for 2 people sharing	1,232	154	1,792	224

Facilities include: shared bedrooms up to 2 people, fully-functional kitchen, laundry facility, weekly towel and linen change, free wifi, coin operated Climate control.

Exam Preparation Courses

IELTS Preparation

IELTS is fast becoming one of the most important exams for English Language learners required by the UK and US universities who require this qualification from a designated SELT (Secure English Language Testing) centre such as Cambridge IELTS.

inlingua Malta's IELTS Preparation 30 Course combines improving your General and Academic English skills whilst perfecting your IELTS Exam strategies throughout the day.

Cambridge FCE & CAE Preparation

inlingua Malta is a preparation centre for many ESOL exams which provide a recognised English language qualification that are accepted by schools, universities and employers worldwide. You can prepare and take the exam at inlingua Malta.

The intensive Cambridge Preparation 30 course offers General English practice and improvement whilst combining and teaching the right exam strategies for each exam type.

Cambridge Authorised Centre

inlingua Malta is a Cambridge Authorised Exam Centre which means inlingua students enjoy the comfort and benefit of studying and sitting for the exam in the same school. This also means our trainers are well used to the exam and can effectively prepare students for the exam. We hold Cambridge Exams in March, June, August and December.

Cambridge certificates are the most widely recognised qualification worldwide for English as a Second Language

COURSES	HOURS PER WEEK	RECOMMENDED AGE	RECOMMENDED LEVEL	START DATES	LENGTH	PRICE
Cambridge FCE Course	22.5	16+	B2	15th Feb 10th May 8th Nov 18th Jan 12th Apr 11th Oct	4 weeks 8 weeks	840 1,680
Cambridge CAE Course	22.5	16+	C1	22nd Feb 24th May 8th Nov 25th Jan 20th Apr 11th Oct	4 weeks 8 weeks	840 1,680
IELTS Group Course	22.5	16+	C1	Courses start every Monday	1/2/3 weeks 4 weeks 8 weeks	250 840 1,680
Exam Preparation One-to-One 30 (IELTS, Cambridge, TOEFL)	22.5	16+	B1- C1	Courses start every Monday	Flexible	650

Teen Summer Programme

These programmes are all inclusive package programmes, a perfect choice for youngsters who want to improve their English but still enjoy a fun-packed holiday. Whether travelling to Malta with their family or independently, the following programmes are designed to ensure safety, learning and fun!

Totally Teens Package (Age 13-17)

Available 19th June - 15th August 2021

General English 20 Group course
Welcome and Information Pack
inlingua Course book
Host Family Accommodation on Full-Board Basis (3 meals a day)
Certificate upon course completion
Student Travel Insurance
Activity Programme (2 per day)
Group Guides and Leaders
Airport Transfers

1 WEEK	2 WEEKS	ADDITIONAL WEEK
800	1,250	675

Active Teens Package (Age 13-17)

Available 19th June - 15th August 2021

General English 20 Group course
Welcome and Information Pack
inlingua Course book
Certificate upon course completion
Daily Lunch Pack
Student Travel Insurance
Activity Programme (2 per day)
Group Guides and Leaders
Airport Transfers

1 WEEK	2 WEEKS	ADDITIONAL WEEK
490	875	440

For teens travelling with family, we offer a pay-as-you-go option where teens may book a General English 20 or 30 course and choose to select and pay activities from the teen programme that they would like to attend (recommended for teens 16+)

Available at the following CEFR Levels:

C2 C1 B2 B1 A2 A1

2 Week Sample Programme

DAY	MORNING	AFTERNOON	EVENING
Sunday	-	Golden Bay	Sliema Evening
Monday	inlingua introduction	Lessons	Welcome Party
Tuesday	Lessons	Malta 5D + Ferry	Balluta Evening
Wednesday	Kayaking	Lessons	International Party
Thursday	Lessons	Go Karting	Cinema
Friday	Blue Grotto	Lessons	Zumba
Saturday	-	South of Malta	Laser Tag
Sunday	-	Comino	Sliema Evening
Monday	Valletta Tour	Lessons	Boat Party
Tuesday	Lessons	Esplora Sceintific Park	Shopping by Night
Wednesday	Waterpark	Lessons	International Party
Thursday	Lessons	Harbour Cruise	Bowling
Friday	Sliema Beach	Lessons	Beach Bonfire Night
Saturday	-	Riviera Bay	Malta by Night

Teacher Training (Erasmus+)

Teacher's Refresher Course

Even the most seasoned of teachers require a refresher's course now and then. Through inlingua Malta's teacher training course, teachers experience an advanced English course together with modules related to pedagogy such as Technology in the language class, Teaching phonology and Teaching Young Learners. The course offers ample opportunities for participants to draw knowledge from each others' experiences and truly enjoy a European cultural exchange! Price also includes a cultural visit.

START DATES	NO. OF WEEKS	MAX NO. OF PARTICIPANTS	PRICE
24.02.2020	2	10	600
23.03.2020	2	10	600
18.05.2020	2	10	600
15.06.2020	1	10	300
20.07.2020	1	10	300
17.08.2020	1	10	300
14.09.2020	2	10	600
26.10.2020	2	10	600

Student Travel Groups

At inlingua we welcome groups travelling together (10 persons +) under an all inclusive package tailor-made to each group's specific needs. With prices starting from as little as €300 per person for course, accommodation, inlingua course book, airport transfers and cultural visits we can find the right price for each group's needs whilst offering group coordinators complimentary services.

1 Week Sample Programme

DAY	MORNING	AFTERNOON	EVENING
Sunday	Airport welcome & pick up by inlingua personnel		
Monday	Registration at inlingua Malta & Welcome Activity	Lessons	Valletta by Night
Tuesday	Lessons	South of Malta Tour	Bowling
Wednesday	Half- Day Mdina Tour	Lessons	Free Evening
Thursday	Lessons	North of Malta Tour	Go Karting
Friday	Esplora Science Park	Lessons	Free Evening
Saturday	Full Day Gozo - Our sister island		
Sunday	Host Family pick-up & Departure		

Available at the following CEFR Levels:

C2 C1 B2 B1 A2 A1

Accommodation Matters

Staying with a Host Family

inlingua host families are chosen for the welcoming atmosphere in their home. If you choose this type of accommodation, you will learn Maltese customs and traditions, whilst rapidly improving your English through constant communication with your host family. This is a safe and secure options for young students and they can choose to sleep in a single or shared room, on Half or Full Board Basis. There is also the option of booking a single bathroom and the opportunity to be the only person in the family to speak your native language.

PRICE PER PERSON PER NIGHT	BOARD BASIS	STANDARD	HIGH (5TH JUNE - 5TH SEPT)
Host Family Single Room	Half Board	35	45
	Full Board	40	48
Host Family Sharing Room	Half Board	25	35
	Full Board	32	40
Supplements	Only Language	8	11
	Private Bathroom	8	14
	Dietary Request	12	12

Student Self -Catering Apartment - St.Julians

Considered to be budget student accommodation, this residence is centrally located in the popular town of St. Julian's and is 20 minutes away from the school by bus. It is made up of four blocks of self-catering apartments situated around a large central courtyard with FREE Wifi in all rooms. All apartments enjoy twin rooms with ceiling fans, a private bathroom, lounge area and kitchenette with basic cooking facilities, kettle, and fridge. Weekly clean and linen change are provided.

PRICE PER PERSON	STANDARD 1-7 WEEKS	HIGH (6TH JUNE - 6TH SEPT) 1-7 WEEKS	STANDARD 8+ WEEKS	ADDTIONAL WEEKS	HIGH (5TH JUNE - 5TH SEPT) 8+ WEEKS	ADDTIONAL WEEKS
Single Room	238	336	1,200	150	1,440	180
Double Room	182	280	640	80	880	110
Triple Room	154	245	560	70	800	100
Quad Room	126	203	480	60	720	90
B/B Supplement	35	35	Meals are taken in recommended restaurants nearby			
H/B Supplement	125	125	A security deposit of 50 will be collected upon arrival			

Self-Catering Apartments

JL Properties

A collection of self-catering apartments with all the modern amenities students require in order to have a comfortable stay. These properties boast an excellent location, between 10 to 20 minutes away from the school, they're ideal for students who want to enjoy communal living in the form of a single or twin room including communal kitchen, outdoor space, laundry facilities, and air-conditioning. Students may also opt to book a private 1 bedrooms or 2 bedroom apartment - an ideal choice for families travelling and learning together!

ROOM TYPE	STANDARD 1 WEEK	HIGH (15TH JUNE - 30TH SEPT) 1 WEEK
Single Room	266	385
Double Room	154	224
1 Bedroom Apartment - up to 2 persons	385	766
2 Bedroom Apartment - up to 4 persons	861	1,533

Hotel Accommodation

Whatever your budget, we can find the option to suit you best! All chosen hotels are within close proximity to inlingua Malta and range from budget hotels, guesthouses to five star accommodations.

The Palace Hotel ***** (starting from €208 per night on Bed and Breakfast Basis)

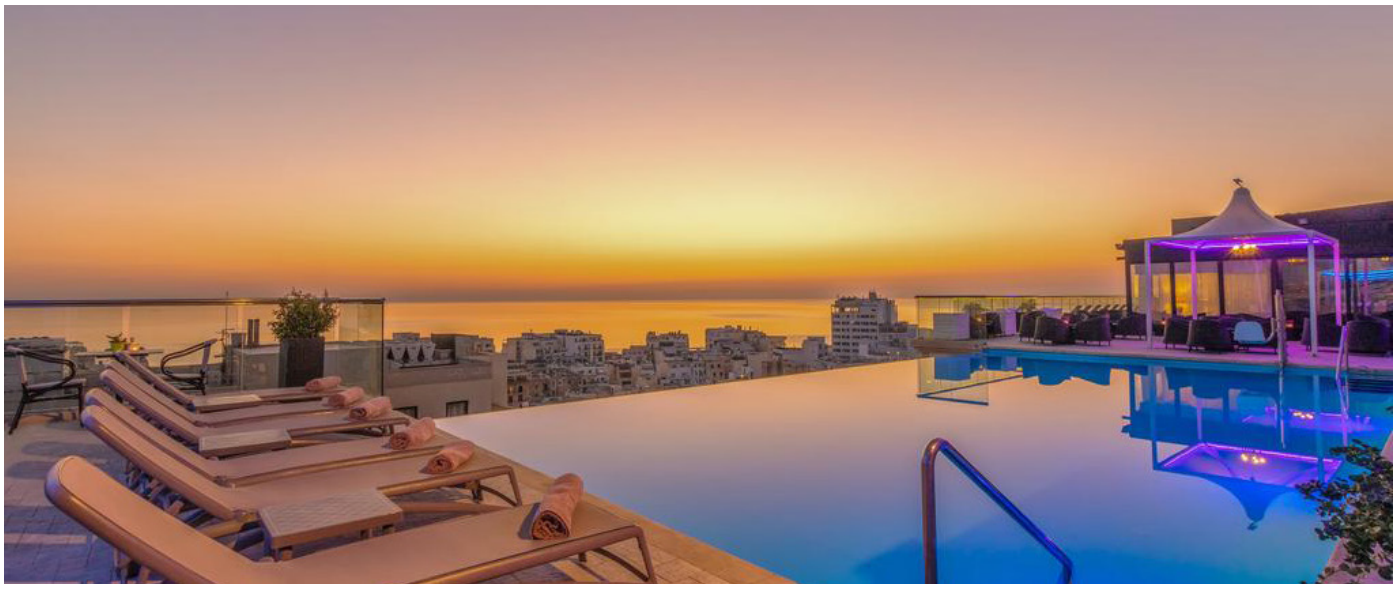
A 5 star luxury city center hotel, situated in the heart of Sliema. It is highly rated for its services, gastronomy, organization, professional level and surroundings – and it has succeeded in creating a luxurious complex inside a city. The perfect location for your 5 star-holiday in Malta!

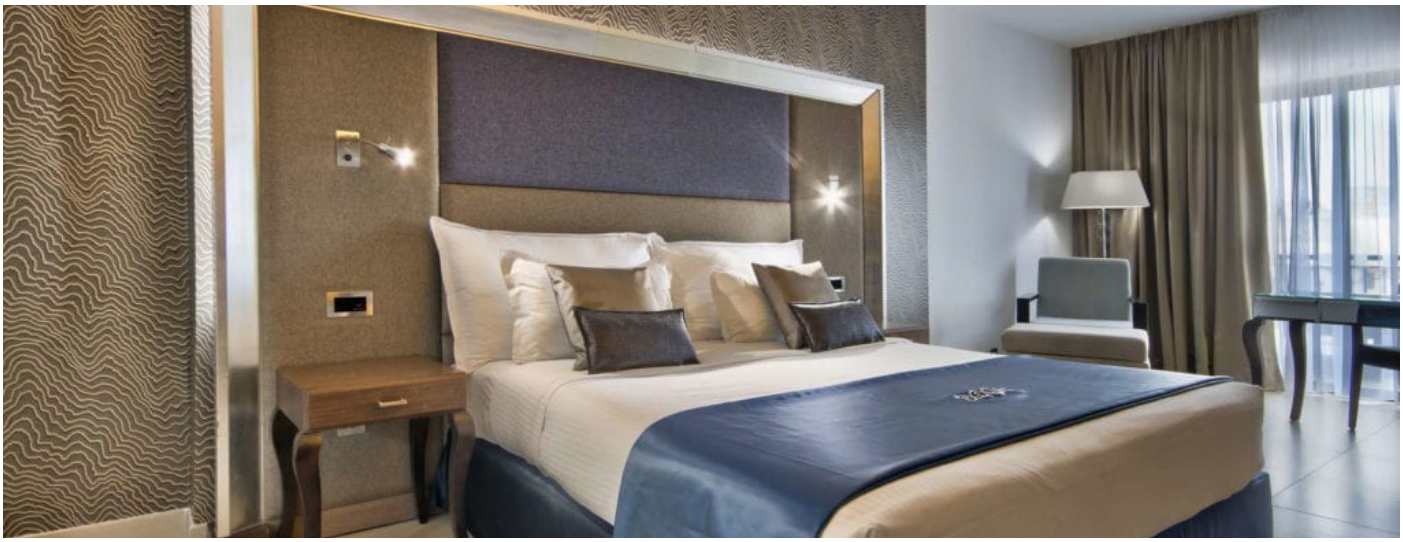
Hotel 1926 **** (starting from €58 per night)

Located very close to inlingua Malta, this is the perfect touch of luxury and comfort living just 200m away from the seafront. Combining lean luxury and wellness, the hotel includes uncomplicated comfort combined with calming and intimate ambiance. A perfect choice for the lone traveler or families!

Corner Boutique Hostel (starting from €20 per night)

Just 200m away from the Sliema Beach and Promenade, this hostel is a renovated Maltese townhouse offering communal kitchen, 4 bed dorms each with their own ensuite bathroom. A great choice for the young traveler and groups!





Social Activity Programme

inlingua Malta offers learners the possibility to not just practice English in class, but also whilst having fun. Activities are run for learners of English travelling to Malta and a weekly programme is set indicating price, meeting point, duration of activity and what is included in the student price!

Our exciting programme offers something for families as well as individual adult learners and can be pre-booked before arrival or directly at the school reception.

Learners also benefit from discounts by presenting their inlingua student card at different outlets, a reduced rate at the gym as well as free entrance at the inlingua beach club

Airport Transfers

inlingua Malta offers its students an airport transfer service. Our driver will meet you at the airport to take you to your chosen accommodation in Malta. He will also pick you up upon departure to take you to the airport. Upon booking, the inlingua reservation team will provide you with a Transfer Voucher to present to the driver upon arrival.

PRICE PER PERSON	1 PERSON	2 PERSONS	3 PERSONS	4 PERSONS
	45	22.50	20	17

Take Note

Non-Refundable Fees

Registration: €45
Visa Assistance: €35
Student Insurance: €10.50 per week

What's included

Online Placement test www.inlingua-pot.com, Certificate upon completion of course, Welcome Pack, Welcome drink, Wi-Fi, Beach Club Entrance, Student Discount Card

Opening Hours

Standard Season
Monday - Friday 0830 - 1700
High Season
Monday 0800 - 1730
Tuesday - Friday 0830 - 1730

Information

High Season: 5th June - 5th September
Lessons are held in the mornings and afternoons
1 Lesson: 45 minutes
Class Size: Maximum 10
High Season: Maximum 12
Courses Start: Every Monday

Compulsory Course Books

Junior English Book: €37

General English: €27
Business Book + CD: €42
Exam Course Book: €45

Cambridge Exams 2021

FCE Exam Fee: €175
12th March, 5th June, 26th August, 4th December
CAE Exam Fee: €180
20th March, 19th June, 27th August, 4th December
CPE Exam Fee: €185
6th March, 11th June, 2nd December

Terms & Conditions

Payment Terms
Upon confirmation of booking and receipt of invoice, payment is to be made in full by Bank Transfer, Credit Card or Secure Online Payment via Flywire as follows:
Up to 6 months prior to arrival date:
20% non-refundable deposit within seven (7) days of confirmation of booking. Failure to receive deposit will result in cancellation of booking. Balance to be settled 3 months prior to arrival date.
From 3 months prior to arrival date:
Full payment within seven (7) days of confirmation of booking.
BANK TRANSFER: Payment together with Bank charges on receipt of invoice. Bank details provided on invoice and listed below.
ONLINE PAYMENT: Pay securely through the link listed at the bottom of your invoice www.inlinguamalta.flywire.com. Failure to comply with our payment terms will result in the cancellation of your application.

All fees are to be settled before the enrolment start date and no student will be allowed to start their course until full payment has been received

Cancellation Fees/Refund Policy
You can request a modification, cancellation or refund by contacting us on info@inlinguamalta.com and quoting your reference number.
In the event that you cancel your booking the following refunds will apply:
For cancellations 30 days prior to course or accommodation start date (whichever comes first) inlingua will refund fees received as listed below less non-refundable charges. (Registration fees - Visa assistance, Medical insurance fees if applicable - Administration charges)
30 days prior to arrival date - Full refund (excluding non-refundable charges/ *cancellation fees for accommodation)
14 days prior to arrival date - 75% of invoice (excluding non-refundable charges/ *cancellation fees for accommodation)
7 days prior to arrival date - 50% of invoice (excluding non-refundable charges/ *cancellation fees for accommodation)
3 days prior to arrival date - 25% of invoice (excluding non-refundable charges/ *cancellation fees for accommodation)
Cancellation 2 days prior to arrival and "no shows" - no refund
*Hotel Accommodation - cancellation 28 days prior to arrival - no refund
*Host Family/ Residence Accommodation - cancellation 28 days prior to arrival - 3 days cancellation charge

All changes with accommodation after arrival are subject to a €25 fee paid locally.

Upon quote, Host Family Accommodation will only be made available for the first 48 hours following a request.

In cases of illness or holidays planned through the duration of the course, the head of school needs to be informed. Lessons missed for this reason will not be replaced or refunded.

Visas
Students travelling on a VISA must plan ahead and check with their local Maltese representation with regard to timings for VISA application.

inlingua Malta will issue a Confirmation letter, a ProForma invoice and a Letter of Acceptance for Visa application upon full payment.

There is a charge of €35 for Visa assistance and any additional cost incurred should documents be sent by courier.

Cancellations after VISA refusal
Any cancellations due to VISA refusals must be made in writing and communicated to info@inlinguamalta.com within three (3) days of receipt of the refusal document sent by the issuing Embassy/Authority. In the event of a refusal the following cancellation charges apply:-
7 days prior to arrival - 3 days host family/ Residence accommodation/ full stay hotel accommodation + *non-refundable charges
Less than 7 days prior to arrival - 1 week tuition + 1 week host family/Residence accommodation/ full stay hotel accommodation + *non-refundable charges*
(*Non-Refundable Charges include registration/Visa Assistance/Courier/Admin fees).
Cancellations or shortening of courses after Visa has been issued
No refunds are granted to students failing to arrive or who are absent during their course. Periods of absence are not compensated with free extensions at the end of the course. In the case of students being granted a visa, non-arrivals, late arrivals and periods of absence will be reported to the immigration authorities. For all other reasons, cancellations must be made in writing and the following cancellations charges apply:-
Between 1 - 21 days prior to arrival date - 4 Weeks tuition and accommodation fees, Registration Fee and Admin charges will be retained.
For no-shows, or cancellation or shortening of courses after arrival date – no refund will be given.
Postponement of courses
In the event that, between 14-21 days prior to course start date the entry visa application approval is still pending students can opt to postpone their course to a later starting date within the current year against a fee of €145. On confirmation of Visa approval, cancellation policies above apply.

Attendance
In order to receive a certificate of attendance students must attend a minimum of 80% of lessons scheduled. Students whose attendance falls below this level may be asked to leave the programme. Students travelling on a visa who fall below the required attendance level will be reported to the immigration authorities.

Take Your Test Online - Before You Arrive
Adult students are to complete the online placement test at www.inlingua-pot.com before your arrival - failure to do so will mean completing the test on the first day of school resulting in the possible loss of the first 2
lessons. No refund will be offered for these missed
lessons. Junior students (5 - 12 year olds) will be sent a digital test but may also be tested on their first day of school.

Transfers
In order for inlingua to provide an efficient airport transfer service, all flight details must be received in full (i.e. Flight number, Arrival and Departure time, Airline and point of origin) no later than 7 days prior to arrival. If not provided 7 days prior to arrival, students will not be entitled to a refund in the case of missed transfers. Airport transfer fees include a maximum of 1 hour waiting time.
In the event of a flight delay exceeding 1 hour, students will be charged an additional €15 per hour pro rata on their first day at school.

Child Supervision/Travelling Unaccompanied Minors
Students booking Junior Courses travelling with accompanying adults are supervised during school hours.
Unaccompanied minors aged between 13-14 years travelling on their own must contact their airline for clarification and pay stipulated unaccompanied minor's fees (if applicable) when booking their flight tickets.
Minors who have not filled in an unaccompanied minor form and paid relevant charges will NOT be allowed to travel. Proof of payment must be provided on confirmation of booking.
An airport supervision charge of €40 per way must be added for unaccompanied minors wherein an inlingua representative will meet on arrival/check-in the minor student and wait with the student prior to handing over to an airline representative prior to the departure flight. This policy is being imposed by various airlines and clarification prior to travelling is ESSENTIAL.

Host Families Arrivals /Departures
Students lodged at Host Family should arrive at the Host Family between 11:00 and 23:00 and depart before 15:00. Students staying at a host family should make sure that their luggage and personal belongings are packed and their room is vacated if their departure time is after 15:00. Should students want to benefit from facilities or meal plans outside the suggested arrivals and departures times this should be agreed upon on confirmation of flight details and extra nights will be charged accordingly.

Eco Contribution Tax
All local and foreign guests at the age of 18 years or older, staying at any type of accommodation, are required to pay an Environment Contribution. The rate is that of €0.50 per night up to a maximum of €5 (10 nights +); for each continuous stay in the Maltese Islands including Gozo. This contribution applies for hotels, guesthouses, hostels, self-catering apartments, B&Bs and host families.

Parent/Guardian Consent Form - Students under 18
It is imperative that the Parent/Guardian Consent Form sent by our Sales Department on application of booking is duly filled and signed by Parent/Guardian. inlingua Malta cannot take responsibility regarding the well-being of students under 18 travelling unaccompanied without the relevant form in hand.

Customer Care & Student Assistance
The inlingua Malta team is freely available to assist students and deal with all circumstances during their stay. Feedback forms are available at reception. If at any time a student is unhappy with any aspect of their course, accommodation or leisure activities they may opt to bring this to our attention either verbally or in
writing.
inlingua Malta will not accept any complaints after a student's stay in Malta has ended; unless communicated as detailed above.

Code of Conduct
Dismissal Policy: inlingua Malta expects that all students are well-motivated, polite and considerate towards members of staff, host-families and fellow students at all times. inlingua reserves the right to exclude/expel a student from a programme/course in the event of misconduct within the school/place of accommodation/elsewhere. Stipulated curfew imposed on students living within a host family must be adhered to. Failure to abide by local laws and regulations could also result in expulsion. In the case of expulsion no refunds will be given. Should a student be sent back home extra travelling costs are borne by the student.

Host Family Curfew Times
Students staying with a Host Family are asked to respect curfew times. Students between the ages of 13 and 15 are to be home at 22:00. Student between 16 and 17 should be home before 00:00.

Double Banking
inlingua Malta reserves the right to adapt a double-banking system whereby students may have a varied time-table in which lessons are delivered either in the morning or in the afternoon.

Local Government Taxes
inlingua Malta will not be held responsible for any additional taxes introduced by the Maltese Government through 2021 and these, if any, must be borne by the student.

Photography, Filming & Sound Recording
During the course of a student's stay, the School may arrange to record, photograph or shoot video footage for its promotional purposes only, both printed and online. Any student who does not wish to participate should express this and indicate at the time of recording, photographing or video shooting the wish not to participate.

Courses/Books/Reduced Lessons
Under no circumstance are course fees transferable to a 3rd party. Credit towards courses must be utilised within the same year. Should a Business English student requests a Business English + CD the difference in price is to be paid locally. All prepaid courses are calculated on the lowest book price.

Where only 1 or 2 apply for an exam preparation course, inlingua will apply a reduced hour procedure in which 30 lessons will be reduced to 20 lessons.

Public Holidays
1st January, 10th February, 19th March, 31st March, 10th April, 1st May, 7th June, 29th June, 15th August, 8th September, 21st September, 8th December, 13th December, 25th December - Some and not all of the lessons that fall on public holidays during week days will be made up during the rest of the week.

Insurance/Liability
Students must have adequate health, accident and travel insurance while attending any of our programmes. It is recommended that all personal belongings such as cameras, iPod, iPads, laptops and other valuables are insured prior to arrival. This should be obtained from your country of residence. inlingua Malta will not be held liable for loss, damage or injury to persons or property. Student insurance, compulsory for students below the age of 18, can be purchased from inlingua Malta prior to arrival. We recommend that students prepare a photocopy of their passport or ID card prior to their arrival in Malta.

Leisure Programme
inlingua Malta reserves the right to make changes to the leisure programme due to weather conditions or any other reasons beyond our control. No refunds nor changes can be made on pre-paid activities included in our programmes.

Long stay Packages
Students booking courses of a duration of 8 weeks or more are not entitled to a refund or course credit in case of them cancelling their course, accommodation or any other ancillary service booked during their stay. Long-stay students who are NOT travelling on a VISA may opt to take a total of 1 week holiday per 8 week course stay which may be extended to accommodate the full course weeks. Any additional holiday weeks added are automatically lost and are not refundable. In order to avail of this service, the student must first inform the sales or academic department. In such cases, inlingua does not guarantee continuity in course syllabus.

Force Majeure
inlingua Malta will not be responsible for any failure to comply with any of its obligations (and therefore shall not be required to provide any compensation) if the failure is occasioned by any cause beyond inlingua's reasonable control; nor shall inlingua be held responsible for any costs incurred by or on behalf of the student as a result of any such cause. Such causes shall include but shall not be limited to war, threat of war, riot, civil strife, industrial dispute, terrorist activity, natural or nuclear disaster and unusually adverse weather conditions.

PAYMENT DETAILS
Kudos Ltd
Branch: HSBC p.l.c. High Street, Sliema SLM 1549, Malta
IBAN No: MT08 MMEB 4406 0000 0000 0625 6218 001
Account Number: 006 256218 001
Swift Code: MMEBMTMT
Sort Code: 44060

CONTACT DETAILS
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Authorised Exam Centre