

## Nr. 7.04 New: Individual Training in a Small Group

- Requirement for participation:** Intermediate or advanced knowledge of the English language
- Target group:** Research assistants, Post Doctoral research fellows, assistant professors or professors, executives in central administration or the academic field, heads of faculty and department
- Aims of the course:** In a very small group (5-6 participants) you will be able to improve your individual English skills in an optimal way. The course content will be tailored to your own specific needs or interests. Grammar (more in the intermediate course and less in the advanced course) and vocabulary will be trained alongside the topics chosen (For example: Conversation, emails, presentations, small talk, academic writing and meetings).
- Setting:** The number of participants is limited:
- 2 blocks per year (April-September, October-March)
  - 2 groups in every block
  - 5-6 people in each group
- In each block, two of the following three groups will run, depending on the needs of those who register for the courses and based on a placement test taken in advance.
- The three possible groups are:
1. Intermediate Group:  
Teaching and research staff or executives from the administration on an intermediate or refresher Level.
  2. Advanced Group 1: Teaching and research staff from academic departments
  3. Advanced Group 2: Executives in central administration or the academic field
- Please register with a description of your position and a short sentence, why you need the training:
- for a group in the first block **by 26.02.2010**.
  - for a group in the second block **by 28.08.2010**.
- Attendance fee and cancellation charge** Since the cost per head is high in such a small group, there will be a small fee (about 20€ per month) per participant. This fee will be charged per block regardless of attendance. Should you not be able to complete the course, you can name a substitute or pay the attendance fee until we have found a new group member.
- Course instructor:** Julia Roseveare, English Trainer, native speaker

Dates	Time	Location and Room	Number of Participants
First block: 12.04. – 27.09.2010	First group: Mondays or Tuesdays: 08.00 – 09.30 a.m.	will be announced in advance	10 – 12 (total) 5 – 6 (per group)
Second block: 04.10.2010 – 28.03.2011	Second group: Mondays: 04.00 – 05.30 p.m.		