

Business English Program - 2018 GV Calgary

30 lessons per week (Full Time Intensive)
25 lessons per week (Full Time)
Minimum age: 18+
Flexible Start Dates

Learn English through Business Study!

Let's Get Down to Business!

GV Calgary Business English Program (BEP) focuses on the language and themes of business, careers and the professional workplace. Emphasis is placed on business vocabulary, communications skills, business projects, and current issues in business.

The Business English class is primarily a course for students to improve and practice their English, with a focus on Business themes. Students who complete the four or eight-week sessions, or fewer than twelve weeks, will receive a Certificate. Students who complete the full twelve-week course will be presented with a Business English Diploma. The Business English Program is a great opportunity to learn a wide variety of business customs.

ENTRANCE LEVEL: Students should be at a GV 4 (Intermediate) level of English to begin the Business Program.

GV ENGLISH PROGRAM SCHEDULE

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|-------------|------------------|
| 20 Lessons | Monday - Friday |
| Session 1 | 08:45 - 10:25 AM |
| Break | 10:25 - 10:40 AM |
| Session 2 | 10:40 - 12:20 PM |
| Lunch Break | 12:20 - 1:05 PM |

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|-------------------------------|-------------------|
| 25 Lessons | Monday - Thursday |
| Practical Business Skills | 1:05 - 2:10 PM |
| 30 Lessons | |
| PM 2 Session Focus on Skills* | 2:25 - 3:30PM |

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|----------------------------|---------------------------|
| Topics Include: | |
| Office Vocabulary | Meetings and Negotiations |
| Business Writing & Editing | Etiquette and Politeness |
| Presentations | Sales and Marketing |

*PM 2 SESSIONS - Sample Electives/Options:

- Listening and Speaking
- Writing/Grammar/Pronunciation/Vocabulary
- Academic Preparation/IELTS/TOEFL/TOEIC

2018 CLASS START DATES

Jan 15, Feb 12, Mar 12, Apr 9,
May 7, Jun 4, Jul 3, July 30,
Aug 27, Sept 24, Oct 22,
Nov 19, Dec 17

Alternate start dates available.
Please contact: Calgary@gvenglish.com

