

GlobalVillage

VICTORIA



WELCOME TO GV VICTORIA!

PRE-ARRIVAL PACKAGE

WELCOME LETTER

On behalf of the instructors and staff, it is my pleasure to welcome you to Global Village Victoria and to the city of Victoria, on beautiful Vancouver Island, British Columbia. For over 18 years, Global Village Victoria has been the school of choice for thousands of English learners from around the world. We are proud of our dedicated instructors and professional support staff who together, create a learning environment which is warm, friendly, welcoming, invigorating and fun.

Our high quality programs help build students' confidence and allow them to develop specific areas of interest, including:

- > General English
- > English for Business
- > Power Speaking
- > IELTS Preparation
- > Cambridge FCE and CAE Preparation
- > High School Preparation
- > Teen Activity Programs
- > English for Academic Purposes (EAP)
- > Pathways & Partnership Program with Colleges and Universities
- > And many Elective Option classes (such as Academic Writing, Listening, Conversation, Pronunciation, Slang & Vocabulary, Digital Media, Leadership, etc)

While you prepare for your travels and during your studies at our school, know that our entire staff team is here to make your time at Global Village as enjoyable and successful as possible.

Please do not hesitate to ask us for help or information. We are here to support you.

Paula Jamieson
President & CEO
Global Village Victoria

ABOUT THE SCHOOL

MISSION STATEMENT

To welcome and inspire language learners from around the world through high-quality English training, assessments, activities, accommodation, campus facilities, and support services.

VALUES

- Achievement
- Community
- Development
- Diversity
- Fun
- Integrity
- Respect
- Responsiveness
- Support
- Warmth



LEGAL STATUS

Global Village Victoria is a privately owned limited company.

MEMBERSHIPS AND ACCREDITATIONS

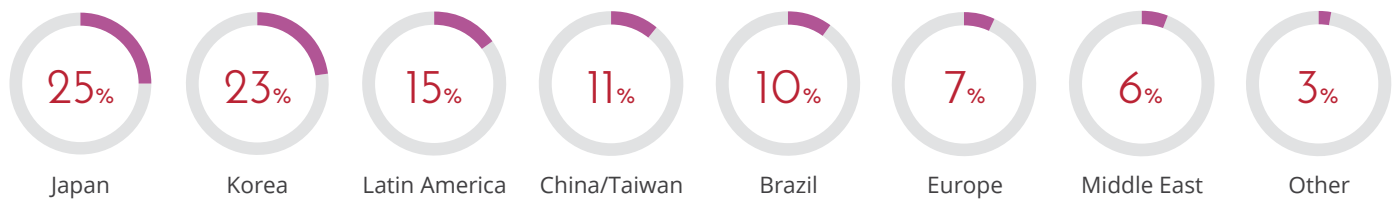


ABOUT THE SCHOOL *(Continued)*

GV VICTORIA STUDENT STATISTICS (2019)

| | |
|---|---------------------------|
| AVERAGE AGE: | 26 Years old |
| MALE TO FEMALE RATIO: | 41 : 59 |
| STUDENTS PER CLASS: | Maximum of 16, average 13 |
| AVERAGE LENGTH OF STUDY: | 8.9 Weeks |
| AVERAGE NUMBER OF FULL-TIME EQUIVALENT TEACHERS: | 15 |

STUDENT NATIONALITY MIX (2019)



GV INSTRUCTOR QUALIFICATIONS

GV instructors are university educated, well-experienced and certified to teach English as a Second Language (ESL). Many have taught overseas and understand the challenges of learning a foreign language. Global Village requires all instructors to have a minimum of a university Bachelor's degree and a TESL Certificate. A minimum of one-year international teaching experience with adults is preferred. We look for dynamic professional people who are enthusiastic about the school's varied social and cultural activities and supportive of the students' efforts to use English. Along with the instructors, our friendly, responsive administrative team is here to provide information and help students with any problems which may arise.

FEATURES AND SERVICES

| | |
|--|---|
| QUALITY ENGLISH COURSES | STUDENT ADVISING SUPPORT |
| CHOICE OF GENERAL AND SPECIALIZED PROGRAMS | MODERN COMPUTER FACILITIES |
| PATHWAYS & PARTNERSHIP PROGRAM | STATE OF THE ART TECHNOLOGY |
| PROFESSIONAL STAFF | SAFE ACCOMMODATION |
| CERTIFIED INSTRUCTORS | LANGUAGE SUPPORT WITHIN THE STAFF |
| TAILORED AFTERNOON AND WEEKEND EXCURSIONS | EXCITING ACTIVITIES |
| INTERNATIONAL ATMOSPHERE | ENGLISH ONLY POLICY |
| COMMUNICATION | OFFICIAL TEST CENTRES FOR IELTS AND CAMBRIDGE FCE/CAE |
| PRIVATE LESSONS | CELPIP TEST VENUE |

ABOUT OUR PROGRAMS

GV PROGRAM PHILOSOPHY

The curriculum emphasizes oral communication and practical application of language skills. Directors meet on a regular basis to review all academic and curricular issues to ensure uniformly high quality program at all schools.

Classroom activities focus on developing all four-language skills: reading, writing, listening and speaking, with an emphasis on communication. Students often work in pairs or groups to increase their English comprehension through interactive activities. Real-life topics (work and society, for example.) are explored each session providing opportunities for students to practice English in real-life situations both inside and outside the classroom. Homework varies from program to program. Students should expect to work within each level for two or three sessions, 8-12 weeks depending on their test results and attendance.

PROGRAMS ARE CHARACTERIZED BY:

- > A commitment to quality in all aspects of English language instruction
- > An optimal student-teacher ratio
- > A staff dedicated to professionalism and ethical conduct
- > Use of the latest and best techniques for teaching
- > An extensive resource collection of text books, tapes, videos and word games
- > A wide variety of audio-visual and computer-based teaching aids

MULTI-MEDIA LAB:

Our school offers students complimentary access to 24 computers, which are located in two labs. Resources provided to instructors and their classes include:

- > Computers with headphones
- > Laptops and projectors for presentations
- > Digital cameras for video playback and voice recording
- > Flat-screen TVs
- > Applications (Animoto, Comic Life)
- > MS Office Suite, Movie Maker
- > Free wireless internet

2020 START DATES

| GENERAL ENGLISH, IELTS, BUSINESS ENGLISH, POWER SPEAKING | CAMBRIDGE PREPARATION PROGRAM | TEEN ACTIVITY PROGRAM |
|---|--|--|
| <p>WEEKLY INTAKE, EVERY MONDAY (Tuesday after a public Holiday)</p> | <p>CAE (30 lessons per week) - Any Monday between Jan 13 & Feb 10 CAE (30 lessons per week) - Any Monday between Apr 6 & May 11 FCE (30 lessons per week, 4 weeks) - May 11 CAE (30 lessons per week) - Any Monday between Sep 28 & Nov 2 FCE (30 lessons per week, 4 weeks) - Nov 2</p> | <p>SUMMER: June 29 - Aug. 21 WINTER: Dec. 14 - Jan. 8 (2021)</p> |

ABOUT OUR PROGRAMS *(Continued)*

GENERAL ENGLISH

| | |
|---|--|
| FREQUENCY: | Every Week |
| LENGTH: | 1-52 weeks |
| SCHEDULE: | 20, 25, or 30 lessons per week |
| MINIMUM AGE: | 16 for regular program; 12 for Teen Activity Program; 15 for High School Preparation |
| LEVELS: | Beginner to advanced |
| REQUIREMENTS: | Entrance exam not required |
| COURSE DESCRIPTION: | Our most popular program, General English is available for all levels of English. This is a dynamic, communication-based program. |
| COURSE CONTENT: | |
| Language Structure (Grammar): | Practical use of specific grammar structures to improve speaking skills. Specific language structures are introduced at each level through a set grammar text. Role-play, pair-work and other interactive teaching techniques allow students to practice English grammar while focusing on real-life situations. |
| Conversation: | Improve conversational ability through the study of functional language skills and idiomatic English. Dialogues and vocabulary used in specific situations emphasize the practical language needed in everyday life. |
| Reading, Writing & Vocabulary: | A comprehensive study of new vocabulary with instruction in reading and writing. |
| Speaking & Listening: | Improving listening, speaking and pronunciation skills through effective role-play, audio, and video exercises. |
| Option 1 (Intensive) 13:05 - 14:10 | Slang and Vocabulary through Media, Focus on Conversation Skills, Vocabulary and Grammar Essentials, Customer Service, English for Social Media, Gateway to Academic Writing, Focus on Listening Skills, Skills for IELTS, Global Issues |
| Option 2 (Super Intensive) 14:25 - 15:30 | Vocabulary and Speaking, EAP: Listening and Speaking, EAP: Reading and Writing, Focus on Conversation Skills, Reading and Discussion, Speaking Strategies for Success |

DAILY SCHEDULE

| DAY | SESSIONS | TIME | SUPER INTENSIVE | INTENSIVE | STANDARD |
|---------------------------|------------------------|---------------|----------------------------------|----------------------------------|----------------------------------|
| MONDAY TO FRIDAY | Morning Session 1 | 08:45 – 10:25 | 30 lessons per week | 25 lessons per week | 20 lessons per week |
| | Break | 10:25 – 10:40 | | | |
| | Morning Session 2 | 10:40 – 12:20 | | | |
| | Lunch | 12:20 – 13:05 | | | |
| MONDAY TO THURSDAY | Elective 1 (5 lessons) | 13:05 – 14:10 | 30 lessons per week | 25 lessons per week | 20 lessons per week |
| | Break | 14:10 – 14:25 | | | |
| | Elective 2 (5 lessons) | 14:25 – 15:30 | | | |

ABOUT OUR PROGRAMS *(Continued)*

BUSINESS ENGLISH


| | |
|----------------------------|---|
| FREQUENCY: | Year-round |
| LENGTH: | 1-12 weeks |
| SCHEDULE: | 20, 25, or 30 lessons per week |
| MINIMUM AGE: | 18 years |
| ABILITY LEVEL: | Intermediate |
| REQUIREMENTS: | Entrance Exam Required. Solid upper intermediate, 8 weeks of GV 5. |
| COURSE DESCRIPTION: | The Business English program is ideal for students whose career plans require English and for those who want to discuss general business concepts in English. This innovative program gives students the business English skills and confidence required in today's fast-paced market. At GV Victoria, BEP is an intensive ESL program that provides students with the opportunity to improve their English language skills (reading, writing, listening, and speaking) through a focus on Canadian business themes. This challenging yet enjoyable English program includes many group projects and team competitions to simulate the Canadian workplace and maximize English proficiency for global business transactions. Discussion, conversation and project based group work are essential components of the Program. Group projects require strong attendance. |
| COURSE CONTENT: | |
| Topics: | <ul style="list-style-type: none"> > Goal Setting and Career Management > Entrepreneurship: Marketing a Successful Start-up > Intercultural Communication for the Global Workplace |
| Outcomes: | <ul style="list-style-type: none"> > Develop effective business communication skills > Expand business vocabulary > Learn how to use the Internet more effectively in a business environment > Increase your confidence with formal, professional English > Learn about the culture of international business > Entrance and exit tests to track progress > Includes Certificates at end of program |

GROUP TOURS

| | |
|----------------------------|---|
| DESCRIPTION: | Group tours usually range from 1-4 weeks in duration and generally consist of English lessons in the mornings with activities in the afternoons and on weekends. |
| STUDY TOUR OPTIONS: | <ul style="list-style-type: none"> > Airport transfers (in Victoria YYJ or Vancouver YVR) > Homestay with full board (choice of single or double room) > Full arrival orientation > English immersion classes (20, 25 or 30 lessons/week) > Cultural & recreational activities (customized) > Excursions and tours (customized) |

ABOUT OUR PROGRAMS *(Continued)*

CAMBRIDGE FCE & CAE

| | | |
|---|--|--|
| FREQUENCY: | 2-4 times per year |  CAMBRIDGE ENGLISH Language Assessment Authorized Centre |
| LENGTH: | 4 weeks (FCE) and 4-9 weeks (CAE) | |
| SCHEDULE: | 30 lessons/week (FCE) and 25 lessons/week (CAE) | |
| MINIMUM AGE: | 16 years | |
| ABILITY LEVEL: | FCE: Intermediate. CAE: Advanced. | |
| REQUIREMENTS: | Entrance exam required | |
| COURSE DESCRIPTION: | These courses lead to the Cambridge First Certificate of English (FCE) or Cambridge Certificate of Advanced English (CAE). The courses are designed to provide students with a good grounding in grammatical aspects of English and develop their skills in reading, writing, listening and speaking. | |
| COURSE CONTENT: | Cambridge Prep programs are full-time courses where students receive a thorough preparation in the five skill areas tested in the examination: Use of English (Grammar), Composition (Writing), Speaking, Reading & Vocabulary, Listening Comprehension. Official examinations are held on the final week of the program at all GV locations on dates set by Cambridge University. Practice tests are given every week so that students can monitor their progress. Mock examinations are held at the end of the program. Students should expect to read a novel at their own pace. | |
| SUPPORT PACKAGE (FCE+CAE OR CAE+CPE) | An add-on for full-time Cambridge students, the package prepares eligible students to write two exams during the same session: FCE + CAE or CAE+ CPE exams. The support package includes exam, textbook fee, and 12 lessons of after-class tutorial support. | |


ENGLISH+ STUDY VACATIONS

| | |
|---------------------|---|
| DESCRIPTION: | GV Victoria offers a variety of study vacations for students wanting to combine an English course with an extra-curricular activity or life-enhancing project. Victoria's mild climate makes it the ideal destination in all four seasons. Contact us to inquire about study vacations and customized groups in the Spring, Summer, Fall and Winter. |
| SAMPLES: | <p>SPORTS: Kayaking, stand-up paddle boarding, golf, tennis, volleyball, curling, skiing.</p> <p>LEISURE ACTIVITIES: Yoga, wine & cheese, hiking, garden tours and museum visits.</p> <p>TOURS: Tofino/Long Beach, Vancouver, Rocky Mountains, Seattle, Mt Washington.</p> <p>LEISURE ACTIVITIES: Farm tour, charity project.</p> |



ABOUT OUR PROGRAMS *(Continued)*

IELTS TEST PREPARATION

| | | |
|----------------------------|--|---|
| FREQUENCY: | Year-round |  |
| LENGTH: | 1 to 12 weeks | |
| SCHEDULE: | 20, 25, or 30 lessons per week | |
| MINIMUM AGE: | 16 | |
| ABILITY LEVEL: | Intermediate | |
| REQUIREMENTS: | Entrance exam required or valid IELTS score of 5.5 | |
| COURSE DESCRIPTION: | <p>Established over 25 years ago, IELTS is the world's proven English language test. IELTS continues to set the standard for English language testing, and is accepted as evidence of English language proficiency by over 9,000 organizations worldwide. IELTS is recognized as a secure, valid and reliable indicator of true-to-life ability to communicate in English for education, immigration and professional accreditation. GV Victoria offers a full-time and a part-time evening preparation program for the IELTS exam. IELTS is fast becoming the most popular and important test score for immigration to English-speaking countries as well as for university entrance in a number of institutions.</p> | |

TEEN ACTIVITY PROGRAM (TAP)

| | | | |
|-----------------------|--|---|-----------------------------|
| SUMMER DATES: | July 29 to August 21 | WINTER DATES: | Dec. 14 2020 to Jan 8, 2021 |
| LENGTH: | 2 to 8 weeks | | |
| SCHEDULE: | 20 lessons per week + afternoon activities | TAP PROGRAM FEATURES: Full arrival orientation, English classes (AM), Cultural & recreational activities (PM), Excursions and tours (Weekend), Homestay with full board, Airport transfers, Transport to/from all activities. The TAP program is the best choice for teenagers willing to learn or improve their English in the morning while enjoying afternoon activities and excursions. | |
| AGE: | Age: 12 - 17 (Summer) 15 - 17 (Winter) | | |
| ABILITY LEVEL: | Beginner to advanced | | |
| REQUIREMENTS: | <p>Underage Agreement must be signed by parent before arrival. The Teen Activity Program (TAP) combines focused morning classes with action-packed afternoon and weekend activities and excursions. From carefully screened homestay families to supervised activities, we spare no effort to create the safest possible conditions so that each student can make the most out of their once-in-a-lifetime experience.</p> | | |

ABOUT OUR PROGRAMS *(Continued)*

POWER SPEAKING

| | |
|--------------------------------|--|
| FREQUENCY: | Year-round |
| LENGTH: | 1 to 12 weeks |
| SCHEDULE: | 25 or 30 lessons per week |
| MINIMUM AGE: | 16 |
| ABILITY LEVEL: | Intermediate |
| REQUIREMENTS: | Entrance exam required. Solid intermediate level, equivalent to 8 weeks of GV4 |
| COURSE DESCRIPTION: | <p>The program is ideal for students who want to increase their confidence and English public speaking abilities as well as building, developing and using new vocabulary. In Power Speaking, students participate in an extended facilitated discussion every morning, followed by a class-wide debrief. Every Friday students do a longer, video-recorded speech that is used for peer and self-analysis.</p> <p>Students receive grammar and pronunciation error correction constantly with verbal and written feedback from the instructor on each major speech that they do. After every major speech, students will also receive written feedback from their classmates. Each 4-week block focuses on one type of speech in which new speaking skills and new vocabulary are introduced and practiced.</p> |
| TYPES OF PRESENTATIONS: | <ul style="list-style-type: none"> > Persuasive Speeches > Informative Speeches > Demonstrative Speeches |
| OUTCOMES | <ul style="list-style-type: none"> > Increased self-confidence > Expanded English vocabulary > Awareness and use of non-verbal skills, such as body language, voice, emotion, gestures, etc. > Formulate, communicate and defend opinions > Effective presentation skills for university or business |



ORIENTATION DAY SCHEDULE

Orientation Day schedules vary, depending on the season and size of intake group. In general, the orientation follows the pattern below:

- > **At 8:45 am** you will begin the written placement test.
- > **At 9:20 am** your written test will be collected and you will have a chance to meet some of the GV Victoria staff.
- > **Sometime during the morning**, you will be called for an oral assessment by a GV instructor and a personal photo by one of our staff.

Other topics covered by orientation are:

ACCOMMODATIONS & LIVING IN VICTORIA

Homestay students will sign the following:

- Student Arrival Evaluate of Host
- Student-Family Homestay Agreement

You will also take a short services tour around downtown Victoria.

ACADEMICS & REGISTRATION

You will hear about the class placement process, school programs, and important school policies.

We will also collect your local contact information.

Contract signing is an important part of this portion of the orientation and includes the following contracts:

- School Contract (Program change, cancellation and refund policy)
- English Only Commitment Form

ACTIVITIES & EVENTS

You will receive the current month's activity calendar and hear about tours and events offered by the school.

You will also sign the remaining documents:

- GV Victoria School Waiver & Activities Waiver
- Talent Release Form (photo permission form)

After the orientation, you are free to go home.

If your host family or friend wants to meet you, though, please let them know that 5:00 pm is the best time to guarantee you are ready!

FIRST DAY OF CLASSES

Come early on the first day. It is a good idea to arrive by 8:30. Make sure you have a pen, pencil, paper, and your new GV binder with you.

Class lists are posted on the wall of the BC Lounge. Look for your name. The level, room name, and class times are on the list. GV Victoria staff will be there to help you if you have any questions. Go to your classroom to meet your teacher and classmates. Your teacher will go over the level outline with you and talk about classroom expectations.

HOW TO GET TO VICTORIA

VICTORIA IS ON VANCOUVER ISLAND, NOT IN VANCOUVER! To get from Vancouver to Victoria, you must take a plane or a ferry. If you are flying, please double-check that your ticket is to Victoria (YYJ). Students flying to Victoria may connect through Vancouver, Toronto, Calgary or Seattle.

TRAVEL OPTIONS

AIRPLANE FROM VANCOUVER INTERNATIONAL AIRPORT TO VICTORIA INTERNATIONAL AIRPORT:

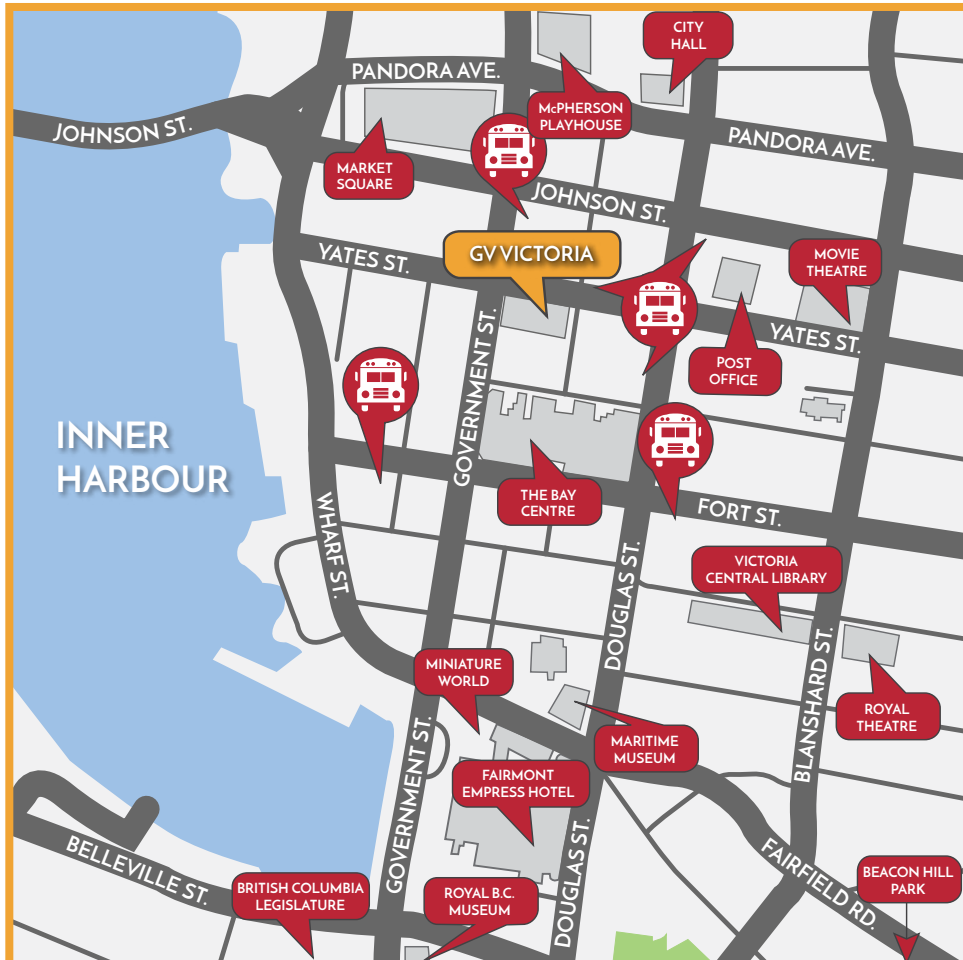
It is a 25-minute connecting flight from Vancouver International Airport to Victoria International Airport. If you wish to fly to Victoria (YYJ), you should reserve a connecting plane ticket through your travel agent before coming to Canada.

NOTE FOR HOMESTAY STUDENTS

GV Victoria offers the following:

- > Arrival transfer service from Vancouver International to the ferry OR
- > Arrival pick-up service at Victoria International airport, Swartz Bay ferry or Victoria bus depot

If you book and pay for the service, you will be met by a greeter holding a sign with your name on it. Traffic, early flight arrival, or unforeseen circumstances may require you to wait for a short period. If your flight is delayed by more than an hour, the flight is canceled, or the greeter cannot be seen, you must telephone the school's 24-7 support line on the confirmation letter.



GLOBAL VILLAGE VICTORIA

1290 Broad St #200
Victoria, BC V8W 2A5
(250) 384-2199



NOTE:

Once you are settled into your accommodation, this map also provides a few local favourites and tourist spots in red for you to enjoy during your free time!

HOW TO GET TO VICTORIA *(Continued)*

WHEN YOU ARRIVE AT VICTORIA INTERNATIONAL AIRPORT (YYJ)

A shuttle bus departs from the Victoria airport to downtown Victoria every 40–60 minutes.

For schedules, please go to: www.yyjairportshuttle.com

- > Collect your luggage.
- > Exit the airport through the doors in the arrival area.
- > Look for the YYJ Airporter Shuttle Bus kiosk to buy a ticket. The cost per person is approximately \$25–\$30 **OR** Take a Yellow Cab taxi to your destination. This is more expensive than the shuttle: \$60–70.

BUS AND BC FERRY FROM THE VANCOUVER INTERNATIONAL AIRPORT (YVR) TO DOWNTOWN VICTORIA:

You can take BC Ferries Connector bus, operated by The Wilson's Group from the Vancouver Airport to downtown Victoria. The directions are below:

- > After going through customs at the Vancouver International Airport, exit the airport through the first doors in the arrival area.
- > Outside the airport, turn right. You will see a kiosk. Buy a one-way ticket to downtown Victoria. (Cost: approximately \$45–50)
- > The BC Ferries connector bus will take you onto a BC Ferry. The drive from the YVR airport to ferry takes approximately 45 minutes. The ferry takes one hour and 35 minutes to get to Swartz Bay near Victoria. From Swartz Bay to downtown Victoria it is approximately 30–40 minutes. **The last ferry is at 9:00 pm.**

BUS AND BC FERRY FROM DOWNTOWN VANCOUVER TO DOWNTOWN VICTORIA:

The Wilson's Group offers regular bus service from the Pacific Central Station Bus Terminal in downtown Vancouver to downtown Victoria via a BC Ferry. Buses leave the terminal every hour from 6 am–8 pm (depending on ferry schedule). The ferry trip takes 1 hour and 35 mins to Swartz Bay near Victoria. From Swartz Bay to downtown Victoria it is 30–40 minutes. (Cost: approximately \$45)

Reservations are required for all services including downtown to downtown, enroute and hotel pick-up; onboard BC Ferries, Cruise Ship (Canada Place and Ballantyne) Services. Passengers without reservations will be served in "first come, first served" order.

For more information about Cancellations, baggage, fares, and pick up services, please visit the BC Ferries Connector website at <http://bcfconnector.com/travel-information/>

YOU CAN TRAVEL FROM THE SWARTZ BAY FERRY TERMINAL TO DOWNTOWN VICTORIA IN THREE WAYS:

- > Buy a BC Ferries Connector bus ticket at the kiosk on the ferry during the first half hour of the ferry trip. The bus will take you directly to downtown Victoria.
- > Take a local bus (bus #70 Downtown) in front of the ferry terminal. This is the cheapest way to get to downtown Victoria, but if you have a lot of luggage, it is not the most convenient way. (Cost: \$2.50; travel time: one hour)
- > Take a taxi from the ferry terminal to downtown Victoria. (Cost: \$60–70; travel time: 30–40 minutes)

PACKING & TRAVELING

WHAT TO PACK

If you will be in Victoria in our late spring and summer months (June to August), bring light summer clothes and a warmer jacket to wear in the evening. If you will be in Victoria between the months of September and May, bring warm clothing and shoes or boots for wet weather. You may also want to bring an umbrella. We also recommend that students bring extra money to cover personal items, entertainment and souvenirs. Approximate expenses per month: CAD\$ 300-\$500.

DOCUMENTS AND FINANCES / CARRY ON ITEMS FOR FLIGHT

| |
|---|
| PASSPORT AND AIRLINE TICKETS |
| TRAVELER'S CHEQUES IN CANADIAN DOLLARS |
| A CREDIT CARD (VISA, MASTERCARD, ETC...) |
| SOME CANADIAN MONEY |
| TWO PIECES OF GOVERNMENT-ISSUED IDENTIFICATION WITH YOUR CURRENT PICTURE AND DATE OF BIRTH (FOR ENTRANCE TO BARS/CLUBS) |
| MEDICAL INSURANCE POLICY |
| INSURANCE FOR PERSONAL ITEMS AND PERSONAL LIABILITY |
| ANY CANADIAN IMMIGRATION DOCUMENTS ISSUED TO YOU |
| SMALL PILLOW FOR COMFORT |
| PRESCRIPTION MEDICATIONS YOU MAY NEED |
| LIGHT SNACKS |

HEALTH AND HYGIENE

| |
|---|
| SOAP, SHAMPOO, TOOTHBRUSH, ETC... |
| PRESCRIPTION MEDICATION (IF NEEDED) |
| TOWEL/FACECLOTH (EXCEPT HOMESTAY STUDENTS) |
| EYEGLASSES AND EYE CARE REQUIREMENTS (AND A COPY OF YOUR PRESCRIPTION JUST IN CASE) |

CLOTHES (All Year)

| |
|---|
| CASUAL CLOTHES FOR DAILY WEAR |
| SEMI-FORMAL CLOTHES FOR SPECIAL OCCASIONS |
| SWEATSHIRTS AND/OR SWEATERS |
| RAIN JACKET AND UMBRELLA |
| WALKING SHOES (RUNNING SHOES ARE GREAT) |
| SWIMSUIT AND TOWEL |
| SUNGLASSES AND SUNSCREEN |
| BAG/BACKPACK TO CARRY BOOKS |
| SHOES OR BOOTS FOR WET WEATHER |
| WARM JACKET |

OTHER

| |
|---|
| CAMERA AND MEMORY CARD |
| BILINGUAL DICTIONARY (YOUR LANGUAGE AND ENGLISH) |
| PERSONAL JOURNAL AND ADDRESS BOOK |
| SMALL GIFTS TO GIVE TO NEW FRIENDS |
| PICTURES OF YOUR HOME AND FAMILY |
| AN ADAPTER TO USE ELECTRICAL EQUIPMENT FROM YOUR HOME COUNTRY |
| ANYTHING ELSE YOU THINK YOU MAY NEED! |

THINGS TO KNOW BEFORE YOU GET HERE:

MEDICAL INSURANCE:

Medical bills are very expensive in Canada and insurance coverage is mandatory for international students. GV recommends that you have medical coverage of at least \$500,000 CAD. **GuardMe Insurance:** www.guard.me

VISA INFORMATION:

The Global Village Visa Services webpage is at:
www.gvenglish.com/Visa_Services.html

Our schools' Designated Learning Institution number is:
GV Victoria, DLI # O19319050762

Citizenship & Immigration Canada website:
www.cic.gc.ca/

BAGGAGE LIMITS

Check with your airline about their baggage limits (number of suitcases and maximum weight of each piece). Many students find that they return home from Victoria with more items than they arrived with. We recommend bringing two suitcases even if they are not full when you arrive in Victoria.

ABOUT VICTORIA

Victoria, the capital of B.C., is located on the southern tip of Vancouver Island just 35 kilometres west of Vancouver. The city is known for its temperate climate and gorgeous gardens. Throughout the year, visitors from all over the world come to Victoria to enjoy its natural beauty, historical architecture, fine dining, luxurious accommodation, and cultural events. Victoria's population is approximately 85,000 in the city, and 380,000 including the surrounding areas. Victoria residents enjoy outdoor activities throughout the year, including golf, cycling, hiking, whale watching, kayaking, wind surfing, fishing, and a variety of other marine sports.

WEATHER

Because Victoria is located on the ocean, temperatures do not reach extremely cold or extremely hot ranges. In the winter, you can expect lots of rain. Snow in Victoria is rare, as there are only a few days where the temperature drops below 0°C.

- > **Spring:** 10 to 16 °C
- > **Summer:** 22 to 28 °C
- > **Fall:** 5 to 15 °C
- > **Winter:** 0 to 9 °C

GETTING AROUND VICTORIA

You can easily get around Victoria via the bus system. Individual bus tickets are \$2.50; a book of 10 tickets costs \$22.50. A monthly bus pass is \$85.00. Youth fares are also available for students who are 18 and under; individual tickets cost \$2.50; a book of 10 costs \$22.50, and a monthly bus pass costs \$45. Buy your bus tickets from authorized dealers.

For more information about the fares or schedules, please check the Translink website: www.bctransit.com/regions/vic

TIME ZONE

Victoria is on Pacific Standard Time (PST) which is 8 hours behind Greenwich Mean Time (GMT). During Daylight Savings Time, March to October, clocks are turned one hour ahead.

- > **Sao Paulo:** 6 hours ahead
- > **Zurich:** 9 hours ahead
- > **Riyadh:** 11 hours ahead
- > **Tokyo:** 17 hours ahead

SAFETY

Victoria is a safe city compared to many big cities in North America. However, it is important to follow some basic safety guidelines: don't walk alone at night, go out with at least one other person, and take care of valuables when you are out.

SMOKING

The tobacco-free laws of British Columbia mean that smoking is not allowed in any workplace in Victoria or within 7 meters of any public place. This means that smoking is not allowed in any public building, restaurant, bar, or nightclub. Outdoor patios, parks and bus stops are also smoke free. For more information about the Capital Regional District's Clean Air Bylaw, visit the following link: www.viha.ca/mho/tobacco/clean_air_bylaw.htm

PACKING & TRAVELING *(Continued)*

CANADIAN MONEY AND BANKING INFORMATION

The currency in Canada is the Canadian dollar (\$CAD). Bills come in \$5, \$10, \$20, \$50, \$100, and \$1000. Many stores will not accept \$100 bills, and \$1000 bills are rarely used, so you may need to change them at the bank or at a currency exchange. Here are the names for the different coins:

- > **1 cent coin:** No longer used
- > **5 cent coin:** A Nickel
- > **10 cent coin:** A Dime
- > **25 cent coin:** A Quarter
- > **50 cent coin:** No longer used
- > **\$1 coin:** A Loonie
- > **\$2 coin:** A Toonie

WHERE ARE THE CLOSEST BANKS?

- > **Bank of Montreal (BMO)** - 1225 Douglas Street
- > **TD Canada Trust** - 1080 Douglas Street
- > **Scotia Bank** - 702 Yates Street
- > **CIBC** - 1517 Douglas St.
- > **Royal Bank of Canada (RBC)** - 1501 Douglas Street
- > **Coast Capital Savings** - 212 - 1150 Douglas Street

HOW MUCH SHOULD I TIP?

People usually tip restaurant servers, bartenders, taxi drivers, and hair stylists. The usual tip is 15% of the total cost, before taxes.

OPENING A BANK ACCOUNT

Students can open bank accounts at one of the many banks located near our school. Students must have these papers in order to open a bank account:

- > **Passport and Visa**
- > **Letter showing Proof of Enrollment at Global Village Victoria (ask at Reception)**
- > **Victoria Address (an example of proof of address is a letter envelope that has your name and address written on it).**



ACCOMMODATIONS

One of the most important steps in planning any study abroad experience is deciding where you will live while you study. That is why GV specializes in finding the right solution for our students. Whether you want to live with a host family or stay in a residence, we have plenty of options to fit your expectations. Our homestay options are ideal for a first experience away. Homestay is very popular, especially in the summer season, so we highly recommend that you book as early as possible to avoid disappointment.

HOMESTAY OPTIONS

DISTANCE:

Average 45 minutes by bus to school (No transfers)

SINGLE ROOM INCLUDES:

Full board, private bedroom, Wi-Fi, shared bathroom, 3 meals: self-serve breakfast and lunch, and family-style dinner.

DOUBLE ROOM INCLUDES:

Full board, shared bedroom, shared bathroom, Wi-Fi, 3 meals: self-serve breakfast and lunch, and family-style dinner.

ROOMSTAY INCLUDES:

Private room, Wi-Fi, shared bathroom, but no meals provided.

EXECUTIVE INCLUDES:

Full board, 3 meals: self-serve breakfast and lunch, and family style dinner, Wi-Fi, private bedroom, private bathroom, and private TV.

HOMESTAY FEATURES

We offer quality homestay services for students who want to experience local culture in a safe and secure environment. Staying in a homestay will give students the opportunity to practice English outside of class and also a chance to experience first-hand how another family lives. The host family will treat the student with respect and will expect the same in return.

EACH HOMESTAY INCLUDES:

- > Careful selection of families
- > Personalized placement of students
- > 3 meals per day (with full-board)
- > Wi-Fi access
- > Bedroom with bed, desk, lamp, and closet or bureau
- > Laundry facilities
- > Access to TV and telephone
- > Professional support and counseling referral
- > Airport pick-up and drop off available (at a cost)



ACCOMMODATIONS *(Continued)*

YOUR BEDROOM

- > Your bedroom will be completely private with a door that fully closes. It will have a bed and a desk with a lamp on it. There will also be a place for you to hang your clothes and store your belongings.
- > Your Homestay host will respect your privacy and will not go into your bedroom without permission, unless it is absolutely necessary.
- > Students should clean their room and empty the garbage at least once a week.
- > Your Homestay family will give you items like hand soap, towels, pillows, and bed sheets. Most students will have to change their own sheets.
- > Please do not eat or store food in your bedroom as this may attract insects and cause a bad smell.
- > Always treat your Homestay family with respect and recognize that Homestay is different from a hotel. Please discuss your plans with both your Homestay family and the Homestay department.
- > Communication is very important for a positive Homestay experience. Please make sure to talk to your Homestay family about any concerns or questions you might have.

MEALTIME

- > Please advise your Host Family of any food allergies.
- > It is important to tell your hosts the foods that you like and the foods that you don't like. Do not worry; they will not be upset to hear that there is something that you do not like. But you must keep in mind that hosts will cook their own ethnic style food.
- > Students usually prepare their own breakfast and lunch. Your Host Family will provide you with food to prepare your lunch; you can take your lunch to school on weekdays. Canadian lunch is usually sandwiches, fruit and a drink.
- > Food between meal times is considered snacks. If your family is enjoying a snack together, then they will include you.
- > Students may also wish to purchase specialty foods/brand name items at their own expense.
- > In North America, the biggest meal of the day is usually the evening meal. This should be a well-balanced meal. Breakfast is the smallest meal. Possible breakfast choices can include cereal, toast, eggs, or fruit.
- > You should phone your host (by a set agreed upon time, for example, 5:00) to tell them if you are not going to be home for dinner. If you come home late for dinner, your host will leave food in the fridge that you can heat up in the microwave.

SMOKING

For health, hygiene, insurance and fire safety reasons, smoking is not allowed in Homestay houses. You must smoke outdoors only. Families with small children or tobacco allergies may also request that you smoke off-property.

ACCOMMODATIONS *(Continued)*

LAUNDRY

- > Laundry and laundry detergent is included in the price of your homestay.
- > Students are responsible for washing their own clothes. You should make sure that you fully understand how to use the washing machine and dryer.
- > Some hosts may feel that their machine may be difficult to use and will therefore want to do it themselves.
- > It is normal for students to do their laundry once a week.
- > You should only do the laundry if you can do a full basket. This is because it takes a lot of electricity to run the washing machine. Hosts will not want you to use it if you only have a few pieces of clothing to wash.
- > If your hosts live in an apartment building and there is only coin laundry available your host will pay for your laundry. You should not be charged for using laundry facilities.

WASHROOM

- > Students are responsible for their own toiletries such as: bath soap, toothpaste, shampoo, make-up, lotions, deodorant, etc.
- > Many families in Canada do not have large hot water tanks; therefore, some hosts may ask you to take showers for no longer than ten minutes. This is because you might run out of hot water and will have to wait for the water to heat up again.
- > Please make sure you close the shower door or curtain, so water does not get on the floor. Canadian bathrooms do not have drains in the floor.
- > The floor can get very slippery. For safety reasons, please dry the floor and sink area after every use so that others will not slip.
- > Water pressure or temperature may decrease if the dishwasher or the washing machine is running. For this reason you may need to schedule when you will take your baths or showers.

ENERGY CONSERVATION

- > It is common for most houses in North America to take part in an energy conservation program.
- > Here are some common ways to save energy:
 - Turn lights out and electronics when you are not in a room
 - Wear long-sleeved clothing or sweaters in the home during the winter. Host families keep the temperature in their home at a reasonable level.
 - Keep showers to a reasonable length (10 minutes as a maximum)
- > Most families in Victoria recycle – hosts may have separate places to put paper, tin cans, and plastic items. Your host will explain this to you after you arrive.

ACCOMMODATIONS *(Continued)*

HOUSE KEYS

You will get a key to your Homestay house and an alarm code if necessary. It is important that you take special care of the house key. Please make sure you lock the door when you leave the home. This is very important for safety reasons.

HOUSE GUESTS

If you want to invite a guest to visit your homestay you must ask your host family for permission in advance. Guests may not sleep overnight in a homestay house without permission from the host. If you plan to stay away from the house overnight please tell your host before it is too late in the evening so they will not worry about you.

HOMESTAY PLACEMENT PROCEDURES

All homestay families are visited and carefully checked before they sign the Family Homestay Agreement. We cannot place students in homestay unless a completed registration form and the placement fee have been received by the school. The registration form and placement fee should be received at least four weeks before arrival to guarantee homestay placement.

We need to have as much information about the student as possible so we can choose an appropriate family. Please fill out all the questions on the Homestay Registration Form. Please indicate special requests on the form. Placements will be made based on information on the registration form and family availability.

The student will receive a Family Profile (description of family members, occupations, description of neighbourhood) after all the student information has been received. This may take up to three weeks especially in the peak season. For legal reasons, this profile will not include specific racial, religious or cultural information. The student is encouraged to contact the family before arriving in order to get to know a little about the family.

If you book and pay for the service, you will be met by a greeter holding a sign with your name on it. Traffic, early flight arrival, or unforeseen circumstances may require you to wait for a short period. If your flight is delayed by more than an hour, the flight is canceled, or the greeter cannot be seen, you must telephone the school's 24-7 support line on the confirmation letter. The student must sign a Student Homestay Agreement on the first day. The student will be asked to fill out an evaluation form during their stay.

COUNSELING

The Homestay Coordinators are available for support and counseling during school hours or after school hours in the case of emergencies. The student should not leave or change their homestay family before contacting the Homestay Coordinator. If problems arise between the student and host families, the Homestay Coordinator will attempt to provide mutually acceptable solutions based on the Agreements signed by both student and family. The school's main goal is to ensure that the homestay experience is fulfilling and rewarding for both the student and the family. Communication is very important.

ACCOMMODATIONS *(Continued)*

ARRIVING IN VICTORIA

IF YOU ARE IN A GLOBAL VILLAGE HOMESTAY AND HAVE ARRANGED AIRPORT PICK-UP:

When you arrive in Victoria, go to the Arrivals meeting area. Look for a sign with your name on it. The person holding the sign is your driver. Show your driver a piece of ID, such as your passport. This driver will take you to your homestay.

Please call the Homestay Emergency Number (250) 727 - 8621 or your Homestay family directly, if:

- > You missed your connecting flight
- > You have been delayed by immigration Canada
- > You cannot find your luggage after looking for more than 30 minutes.
- > You cannot find your driver at the airport

When you call the emergency number, please:

- > Say or spell your name. ("My name is..." or "It's spelled...")
- > Tell us why you are calling. Examples:
 - "I have missed my connecting flight. I will be late. My new flight number and time is..."
 - "I have been delayed by Canada immigration."
 - "I cannot find my driver." (Or luggage or host family)

If you cannot call the emergency number by yourself, please ask someone to help you. For example:

- > Ask the airline staff or an airport official (at the information Booth).
- > Phone your agent to pass on the information.

IF YOU HAVE NOT ARRANGED AIRPORT PICK-UP:

When you arrive, proceed to the limo / taxi area. One of the commissionaires (airport staff) will help you find a driver to take you into the city or can show you where to take public transit, Please note that public transit may involve taking a bus, which could be difficult if you have a lot of luggage.

IMPORTANT:

It is against Canadian law for airlines to give passenger information to third parties. As a result, without proper flight updates, we will not know which flight you are on. If students are not found after their flights clear, they will need to take a taxi at their own expense to their homestay. The airport reception fee will not be refunded.

ACCOMMODATIONS *(Continued)*

USEFUL QUESTIONS TO ASK YOUR HOST FAMILY

Below is a list of questions which you should ask your homestay to learn about daily routines and house rules. Your host family will try their best to make you feel comfortable. Because you are a guest in the host's home we ask you to do your best to fit in with your host family. By asking these questions and learning about the family your experience in homestay will be more positive.

1. At what time do you usually eat dinner?
2. By what time do I need to call home to tell you I will be late?
3. Where will I find my dinner to heat up if I come home late?
4. What is the best time for me to cook?
5. What time can I receive phone calls?
6. When may I use the stereo, TV and VCR/DVD?
7. Am I allowed to have a friend over while you are not in the house?
8. How long should my bath or shower last?
9. How do I do my own laundry?
10. How many times a week may I do my laundry?
11. Is there an alarm system that I should know about?
12. If I want to smoke outside where should I put my cigarette butts?



PAYMENT

The host family may not charge the student a damage deposit or additional fees during their stay. Under no circumstances should the student pay any money to the host family directly even if they are no longer enrolled in the school. No refund will be issued if the student is away for the weekend or misses a meal because of other plans.

The student must pay the school in full on the last day of the month for the following month. If the student has prepaid for their entire stay the school will issue payment to the family on a monthly basis.

The student should arrive on Saturday or Sunday before the start date and depart on Saturday or Sunday after the last day of classes unless otherwise stated. A daily rate will be charged for times before or after this period.

Availability is not guaranteed.

ACCOMMODATIONS *(Continued)*

HOMESTAY REFUND POLICY

To view our full refund policy or for more information, please visit www.gvenglish.com, or contact the school directly.

EXTENDING YOUR HOMESTAY

Please contact us if you want to stay in Homestay for a longer time than you have pre-booked. If you want to extend your stay in Homestay you must tell the Homestay coordinator and pay at least 3 weeks in advance.

CANCELING YOUR HOMESTAY

If you decide to change your Homestay plans and/or move into an apartment, you must tell the school at least 3 weeks before leaving the host family's home. Please do not hesitate to talk to us at any time regarding your questions or concerns about your accommodation or academic program. We are here to help you!

Customized packages can be arranged to meet particular group needs and preferences. Accommodation is generally in homestay, but alternatives such as dormitories, guest houses or hotels can be arranged on request.

DISMISSAL FROM HOMESTAY

The school reserves the right to ask a student to leave the homestay program at any time if the student's behavior is unacceptable or if the student fails to comply with the homestay terms and conditions. This includes: harassment of a family member, theft of family property or the inability of the student to live within family rules.

ALTERNATIVE ACCOMMODATION

CARLTON PLAZA BEST WESTERN:

- > Centrally located downtown Victoria, 1 block away from the school
- > Suites come with one queen or two double beds, living area with large screen TV
- > Fully furnished kitchenette and Wi-Fi
- > Guests may use the fitness room and laundry on a complimentary basis
- > Seasonal prices. Please contact the school for more information

GUEST SUITES:

- > Tidal Waters Guest Suites
- > Jubilee Guest House
- > Waterloo Garden Suites
- > Craigmyle B&B
- > Other - please contact the school for more information

OTHER RESIDENCES:

- > Youth Hostels
Please contact the school for more information.
- > Student Dormitory (mid-May to late-August only)

ACTIVITIES

ABOUT OUR ACTIVITIES PROGRAM

GV Victoria organizes activities and excursions for after-class, in the afternoons, evenings and weekends. Joining activities is a great way to meet new friends, get to know Victoria, and practice language skills in a fun and relaxed atmosphere. Lunch-time or after-school activities can include talent shows, billiards tournaments, conversation clubs, museum visits, bike tours, IMAX theater, hill-top hikes, soccer, or restaurant visits.

Evening activities can include hockey or lacrosse games, pub nights, ballet performances, concerts, movies, symphonies, and fireworks at the world-famous Butchart Gardens. Weekend trips include Vancouver sightseeing extravaganzas, whale-watching tours, Salt Spring Island day trips, Tofino excursions, ski trips to Whistler and Mount Washington, and tours to Vancouver, Rocky Mountain or Seattle.

Our Activities Coordinators are friendly and helpful. They can also help you plan your own weekend and day trips. They have a wealth of knowledge about local sights, transportation, and costs.

SOCIO-CULTURAL & RECREATIONAL ACTIVITIES

Global Village believes that student participation in a variety of recreational and cultural activities is central to a positive experience at the school. For each session, the Activities/Events Coordinators organize cultural and recreational pursuits, which are fun, entertaining and reflect the characteristics of the area.

AFTER SCHOOL ACTIVITIES:

Various cultural and recreational activities are organized on a frequent basis with the participation of school staff. The number of participants may be limited in some activities and students should sign up early. Students are responsible for any extra fees.

SCHOOL PARTIES AND EVENTS:

GV Victoria organizes regular parties and all-school events with a variety of themes throughout the year.

EXCURSION COSTS:

At GV Victoria, prices vary from free to CAD\$ 300.00, except three-day weekend trips. See GV Victoria's up-to-date calendars in our Facebook CALENDARS Album. Activity calendars and photos of students on activities can be found on the school's Facebook fanpage.



WE HOPE YOUR TIME IN VICTORIA IS A GREAT ONE!

Please do not hesitate to talk to us at anytime regarding any questions or concerns you may have.

WE ARE HERE TO HELP YOU!

Please come to see us as we have Homestay staff available in the school,
or contact us at (250) 384-2199 during business hours.

GLOBAL VILLAGE VICTORIA

1290 Broad St - #200, Victoria, BC V8W 2A5

www.gvenglish.com/victoria | Email: victoria@gvenglish.com



CONNECT WITH US ON ONLINE BEFORE YOU ARRIVE OR DURING YOUR STAY!

 facebook.com/gvictoria & facebook.com/ieltsvictoria

 instagram.com/globalvillagevictoria

ieltsvictoria.com

youtube.com/gvictoria