

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 put 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 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

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

25 Lessons	Monday - Thursday
Practical Business Skills	1:05 - 2:10 PM
30 Lessons	
Customer Service Skills	2:25 - 3:30PM

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

Afternoon Electives of Business Interest:

- Customer Service
- English for Engineers
- Presentation Skills
- Discussing Culture

2019 CLASS START DATES

**Flexible Start Dates:
You can start any week!**

Our 4 week Study Blocks start:

Jan 14, Feb 12, Mar 11, Apr 8,
May 6, Jun 3, Jul 2, July 29,
Aug 26, Sept 23, Oct 21,
Nov 18, Dec 16

Please contact: Calgary@gvenglish.com

