



*“Go forward”*

# Australian Centre of English

CRICOS Provider Code: 02871C  
[www.ace.nsw.edu.au](http://www.ace.nsw.edu.au)

# Welcome

Australian Centre of English's mission is to provide first class English tuition to overseas students to enable them to achieve their educational or vocational goals in Australia.



Australian Centre of English offers general English courses. Each student has different needs depending upon whether they are aiming to enter Higher Education, Diploma courses or are studying IELTS for other purposes such as Immigration requirements or University entry. Australian Centre of English recognizes these different aims and together with the student designs a course of study most suitable for those needs.

Australian Centre of English provides both entry level English and English at a more advanced level. Each student is carefully assessed at entry to determine their particular needs and their progress is reassessed weekly.

Australian Centre of English is a College where the courses are designed to provide overseas students with enough knowledge of English to begin their studies in Australia and to advance to higher levels of education.

Dr. Stephen Rainer  
Bsc, Mb, ChB, FRPA  
PEO, Australian Centre of English

## Why study in Australia?



'There are thousands of overseas students studying in Australia. They have chosen Australia for several reasons'

Australia has a high quality education system which enables students to achieve their goals. Australia offers traditional education in reputable schools, colleges and universities. Qualifications awarded by Australian institutions of higher education are recognized internationally.

Living costs and tuition costs compare well with other countries and most overseas students are permitted to work part-time.

Australia is a safe, stable country with a pleasant climate

## "Sydney

is one of the most attractive and beautiful English-speaking cities in the world."

It has the world-renowned Harbour Bridge, the Opera House, stunning golden beaches and fresh, clean air. While staying and studying in Sydney, you will understand why it is the ideal place for you to study.

You can:

- Learn English from everyday life
- Enjoy a relaxed and fascinating environment
- Live and work with native speakers.



# What does

# Australian Centre of English

# offer?

Student-centred approach

20 hours face to face teaching

- Student-centred and communicative approach to teaching English.
- Professional support services both for personal and academic matters

- High quality teaching
- Experienced teachers

## Excursions and fun activities

**Excursions** are a very good way for you to both socialise with your fellow-students and to practise your English outside the classroom setting. Teachers spend a lot of time planning excursions so that the trip is not simply a day out of the classroom. Instead, teachers want to ensure that you are likely to have an educational experience that you could never have in the classroom.

An excursion or field trip helps you to 'interact' with what you are learning about. This learning experience goes beyond simply reading about something or listening to someone talk about it in class; if you are able to see it or participate in it physically and to use the relevant English language in that setting, then you get an English learning experience and an Australian cultural experience that you may not have experienced otherwise.

Your teachers will ensure that excursions are an extension of what you have recently learned in the classroom.



Excursions show how your English language learning can be applied to your everyday life here in Australia and also give you an opportunity to bring your experiences back into the classroom for future English learning.

How much do excursions cost? We know that international students usually do not have much spare money and often need to work to support themselves while studying in Australia. Most excursions are organized locally and many are free. Some excursion locations will have entry fees. However, we will always try to get a discounted group or student rate to minimise the cost to you.





# GENERAL ENGLISH

(CRICOS Course Code **066402C**)

- Levels** : Elementary to Upper Intermediate  
**Study Mode** : Full time (20 hours per week) - Face to Face  
**Location** : Ground Floor and Level 2,  
38 College Street, Darlinghurst, NSW, 2010

## GENERAL

English (GE) is sometimes called 'English for General Purposes'. Most overseas students who commence their English studies for the first time will take the GE course. It is really a 'stepping stone' to more specialised or academic courses that students may study when their English skills have improved.

General English prepares students for the kind of English they will need in everyday real-life situations. NSW's General English program is designed to develop your communication skills

The GE course also concentrates on improving your knowledge of grammar so that the accuracy of your communication gradually improves as you move through the levels of the GE program. Increasing your range of vocabulary is also extremely important part of the GE course.

## ENTRY REQUIREMENTS

- Students need to be 18 years of age or over.



# IELTS PREPARATION

(CRICOS Course Code **066401D**)

**Levels** : Intermediate - Upper Intermediate  
**Study Mode** : Full time (20 hours per week) - Face to Face  
**Location** : Ground Floor and Level 2,  
38 College Street, Darlinghurst, NSW, 2010

## IELTS

Preparation course is an example of a group of English courses called English for Specific Purposes (ESP). So what are the needs of students who decide to study an IELTS Preparation course?

If you wish to take an IELTS Preparation course at NSW, then you will probably know that IELTS stands for the International English Language Testing Systems examination. This examination can be taken in over 100 different countries around the world. It is usually used to assess the English language proficiency of students who wish to study further or higher education courses held in English at college or university

Many education providers want to see evidence that a future student has completed an IELTS examination and has achieved minimum scores, before the student will be offered a place in a course. This means that the student will not have learning difficulties because of his/her English language ability.

## ENTRY REQUIREMENTS

- Students need to be 18 years of age or over.
- Minimum Intermediate level of English is required

# KEY INFORMATION

## DELIVERY MODE AND LOCATION

Students will be engaged in face-to-face teaching for a total of 20 hours per week. Students will be involved in a student centered communicative language learning. In addition to classroom teaching, excursions will be held once in a month. In these excursions students will have opportunities to see different places in Sydney and to practice their language skills.

## INTAKES AND COURSE DURATIONS

Australian Centre of English accepts applications at any of time of the year. New students can start their course on Mondays. There is no minimum duration required for enrolment. Each level consists of 12-week cycles. Student can level up if they meet certain conditions in accordance with ACE's policies.

## VISA CONDITIONS

Students with a student visa are required to comply with their conditions of visa. Accordingly, they have to maintain at least 80% attendance and a satisfactory course progress. Failure to do so might result in being reported to the DHA because of breach of visa conditions.

## MATERIALS AND RESOURCES

Students are provided with the course materials and resources. Along with course textbooks, they are provided with extra learning materials by teachers when needed. These materials include tests, activities, on-line content and quizzes.

## ISSUING CERTIFICATES

Students will be issued a "Statement of Attainment" or "Certificate of Attendance" upon completion of their course.

## FEEES

For a full list of tuition and additional fees please refer to [www.ace.nsw.edu.au](http://www.ace.nsw.edu.au). Students will be provided with educational resources unless otherwise stipulated on the website.

## COMPLAINTS AND APPEALS

The College has a complaints and appeals procedure to provide students with a fair and equitable process for resolving any complaints or appeals they may have. The complaints and appeals procedure includes a requirement that an independent mediator will be appointed if the student is dissatisfied with the process undertaken by the College. Further information on complaints and appeals can be found at [www.ace.nsw.edu.au](http://www.ace.nsw.edu.au).

## STUDENT SUPPORT AND LEARNING ASSISTANCE

Learning Assistance is available for students requiring additional academic support or remedial literacy/numeracy assistance. One-to-one assistance with assignments and assessment tasks might be provided with a prior appointment.

## CLASSROOMS AND CAMPUS FACILITIES

Classrooms are fully equipped with white boards, data projectors, and Internet connections. All classrooms are well furnished with study tables and chairs. Computers are available for student self-study purposes in the open study area. All students have access to printing and photocopying facilities for course related materials. These facilities are available on user pay basis. Please contact the student services officer or IT help desk personal for further information.

## OVERSEAS STUDENT HEALTH COVER

It is an obligation of being an International Student that you have Overseas Student Health Cover. The cost of OSHC is additional to the tuition fee and will vary depending on the duration of your study in Australia. Australian Centre of English can arrange your cover for you with Bupa Private Health Insurance. This fee is payable prior to issuance of your confirmation of enrolment. Alternatively, you can use a provider of your choice. Subject to the ESOS Act 2000, if funds have been disbursed to the provider, the student will be responsible for contacting the provider directly to apply for their OSHC refund. Students must provide the Overseas Health Care provider with the following information when applying for a refund: full name, date of birth, membership number (provided to the student by the International Office), together with the reason for refund and evidence of transferring to another university, or the date of departure from Australia.

## TO APPLY

To apply for enrolment at a course at Australian Centre of English, students must complete the course application form and attach all the supporting documents mentioned in the application form which can be downloaded from our website [www.ace.nsw.edu.au](http://www.ace.nsw.edu.au).

You can email your application to [admin@ace.nsw.edu.au](mailto:admin@ace.nsw.edu.au), alternatively you can submit to our enrolment team working hours (9.00 am to 6.00 pm Monday to Friday) at our address: Ground Floor, 38 – 52 College Street, Darlinghurst, NSW 2010

## ENROLMENT AND ORIENTATION

Upon acceptance of a your application for enrolment, a letter of offer, as well as a written agreement and tax invoice for remaining fees, will be forwarded to you. You will need to ensure that you read through all provided information as it will provide all necessary information about the course of study. A Confirmation of Enrolment (COE) letter will be issued once the signed acceptance of the offer and written agreement and payment have been received.

The first day of each course will include orientation and induction. Orientation will include information about the campus and your course.

# Australian Centre of English

*“Go forward”*



Australian Centre of English

Sydney International Academy t/a  
Australian Centre of English

Hyde Park Plaza Hotel, Ground Floor and Level 2,  
38 College Street, Darlinghurst, 2010, NSW

Ph: 02 8592 9106 / 02 8959 2717 - email: [admin@ace.nsw.edu.au](mailto:admin@ace.nsw.edu.au)

CRICOS Provider Code: 02871C

[www.ace.nsw.edu.au](http://www.ace.nsw.edu.au)