

Access  
Language  
Centre



Sydney  
Australia





# Why study at Access Language Centre?

## Industry experience

Our extensive experience in the area of teaching English to speakers of other languages provides you with peace of mind that you are in the hands of specialists. With experience comes improvement and innovation, two of the most important factors behind our success over the years.

## Perfect environment for success

Our priority is your success. In order to succeed you need a comfortable environment, friendly and supportive staff, personal attention, continuous challenge and stimulation in your studies and a dynamic atmosphere. It is our commitment to you to provide all this and more.

## Convenient location

ACCESS is ideally located in a modern building in the heart of Sydney: a few minutes walk from Sydney's Central Station and exciting city attractions, putting Sydney and all its wonders at your fingertips.

## Cosmopolitan atmosphere

One of the most exciting aspects of a language course at ACCESS is the wonderful cosmopolitan environment. Students from more than 32 different countries choose ACCESS for their language course in Sydney each year. Many return home having formed valuable friendships with other students from countries worldwide.

## Flexible study options

ACCESS offers a range of full-time and part-time programs at all levels from Beginner to Advanced. Courses vary from two to 52 weeks. Our timetable is especially designed to allow you

to work while you study in your English course. For those who are interested in sight seeing, the early finish of classes (2.35pm) allows you to spend the whole afternoon relaxing and enjoying Sydney. Students interested in reaping the benefits of an intensive English language course can take full advantage of our 30 hour full time program incorporating an extra five hours of independent learning time ending at 3.35pm each day.

## Variety of courses

ACCESS Language Centre prides itself on offering courses tailored to our students' needs. Whether you need English for social, business, academic or travel purposes, we will have the right program for you.

ACCESS can also offer you the benefits of our excellent associations with some of Australia's prestigious universities and business colleges through our direct entry program.

Those of you interested in enhancing your career opportunities can also benefit from our excellent associations with some of Sydney's biggest companies. These organisations provide our students with training and support through our innovative internship program.

## Professional teaching team

The key persons influencing your success in the program you choose will be your teachers. Our teachers are carefully selected and are indeed our greatest asset. They are chosen not only for their friendly, supportive and motivating approach but also for their experience and specialist qualifications in teaching English. Many of our teachers also speak a foreign language

and have lived in a foreign country. They are, therefore, more capable of understanding your needs as a language learner and the difficulties you may face living away from home. Our ongoing professional development program ensures all teachers stay up to date with the latest teaching techniques.

## Small class sizes

In order to ensure that all our students receive the individual attention and care they need to achieve their goals, we are committed to small class sizes with an average of 11 students and a maximum of 15 students per class.

## Monthly tests and progress reports

We monitor our students' learning very closely by conducting monthly tests and providing students with regular reports on their progress. Reports contain personalised comments from the teachers on students' strengths, weaknesses and a recommendation for improvement.

## Effective teaching methodology

Your teachers will spend some time with you at the beginning of each term finding out your goals and your individual needs, strengths and weaknesses. Each program is specifically designed according to the needs of the group of students in that program and their learning styles. At ACCESS, we use a large variety of resources and a range of activities to ensure that your interest and motivation levels are consistently high. Our aim is for you to improve your proficiency and achieve your goals quickly and effectively.





# Facilities

ACCESS has recently moved into a modern heritage, newly refurbished building. Spread over three levels the premises features:

## **Classrooms**

Spacious, sunlit and air-conditioned classrooms fully equipped with audio visual resources.

## **Study Centre**

The Study Centre offers computers equipped with internet access and language learning software, books on various areas of interest, newspapers, journals and magazines.

## **Language Laboratory**

The Language Laboratory allows you to improve your listening and pronunciation skills with the use of a great variety of kits that focus on every possible area of weakness.

## **Entertainment Areas**

Lounge areas for relaxing between classes; and a student lunch area complete with kitchen, microwave and fridge facilities overlooking a large terrace for those of you who would like to enjoy the beautiful Sydney weather.

# Student Services

## Accommodation

Sydney offers a wide range of accommodation for students visiting Australia. Even within walking distance from ACCESS Language Centre there are many apartments, hotels, hostels and boarding houses. Staff at ACCESS are happy to give advice about what best suits any student's needs.

## Family Homestay

ACCESS organises Family Homestay for students where they can get to know the

## Welfare Counselling

Our staff will also provide you with support and advice on any matter relating to your welfare. Every question is important to us.

## Social and Tourist Activities Program

We are confident that you will enjoy our exciting and affordable social program. The program offers a number of weekly activities ranging from full day tours on the weekend to fun activities after class. Whether you like to play

will also ensure that you are prepared and fully aware of work conditions and habits in Australia.

At ACCESS we offer a variety of work experience programs. One of the main aims of these programs is to provide you with the opportunity to improve your English outside the classroom. These programs are subject to special conditions and include:

**Internship:** ACCESS organises unpaid internships in professional organisations in areas such as marketing, accounting, engineering, finance etc. On completion of an ACCESS



support

Australian way of life by living in a household in Australia during the course of their studies. All homestays are carefully selected by the Centre so the students are in a relaxed and comfortable environment where they can practise the English they are learning on a daily basis.

## Hotel or Hostel

We can also book you in one of our recommended hotels or student hostels to best meet your needs and budget.

## Academic Counselling

This service is provided by specialist staff who will advise you on the most appropriate further study options to suit your goals. We will also assist you with your applications for university or college programs or for external examinations.

soccer, billiards, enjoy long walks on our beaches or visit our beautiful Sydney attractions, it is all offered by ACCESS for your pleasure.

## Airport Pick up Service

If you prefer to be met by a big welcoming smile, we are happy to arrange for someone to meet you at the airport and take you to your accommodation on your arrival to Sydney.

## Work Experience Programs and Services

ACCESS is one of the oldest specialist providers of work experience programs in Sydney. With staff dedicated to matching our students with the most appropriate organisations for their work experience and supporting them every step of the way, you are guaranteed a high quality work experience in Sydney. A comprehensive orientation into living and working in Australia

Internship program you will receive a reference from your employer documenting your achievements in the work placement. This proof of your success will be an invaluable addition to your CV.

**Work & Study Program:** ACCESS offers assistance and support in finding paid work experience in non professional areas. The aim of the program is to provide you with the opportunity to improve your English after class and earn part of your living allowance while you are in Sydney.

**Demi-Pair program:** This program offers our students free accommodation and lodging and a weekly pocket allowance in return for working part-time for a family in Australia.

**Volunteer Program:** This program is perfect for students who are interested in contributing to a social or environmental project in Australia. It is a fantastic way to meet Australians and end your stay in Australia.



# Discover Sydney

## The Harbour City

ACCESS Language Centre is very centrally located in inner Sydney where you can find most popular tourist attractions. In the centre of the city there is the historic waterside Rocks area, the place where Sydney's earliest settlers lived. The area offers many restaurants, bars, cafes and shops containing Australian souvenirs. Beside the Rocks is Sydney Harbour Bridge - climb to the top and get a bird's eye view of the city, including Circular Quay where ferries leave for stops all round the harbour, and the stunning Opera House, Australia's most famous building. A short stroll from the Opera House are the Botanic Gardens and the Art Gallery of NSW - both well worth a visit.





discovery

### Outdoor Lifestyle

Bondi, perhaps Sydney's best known beach with its white sand and sparkling blue waves, is only a 15 minute drive from ACCESS Language Centre. But there are also many other beautiful beaches to visit that are not far away from ACCESS. To the north, Palm Beach and Whale Beach offer great swimming and surfing, as does Manly Beach which can be reached by taking an inexpensive scenic ferry ride from Circular Quay. South of Bondi are Bronte, Coogee and Cronulla Beaches - each with its own special character.

### Indoor Time For Fun

Life isn't all outdoors in Sydney - there is also a very vibrant cultural scene, including regular art festivals that attract performers from all over the world. Staff at ACCESS will give you all the information about what's on and where to go. Try to catch some traditional Australian Aboriginal dance performances and see Aboriginal art in the Art Gallery of NSW. Compared to many big cities, going to the theatre or a music concert is often surprisingly affordable. In fact, during summer, there are many free concerts of opera and classical music held outside under the stars. Just take a picnic, find a spot on the grass and enjoy yourself. For those who like the latest in music, from rock to techno and jazz, there are numerous night clubs with live bands. Many of these are in areas only minutes away from ACCESS Language Centre.

# Courses

## General English Communication

Do you need English for travel or to improve your social conversational skills?

Did you learn a lot of grammar in your country but you feel you cannot speak?

If you answered yes to the above questions, then this is the perfect course for you.

At the lower levels of this course, there is more emphasis on speaking and listening skills. Students learn survival and practical English. This includes the language for shopping, banking, finding accommodation or a job and more.

At the higher levels, there is more focus on idioms and slang in social conversations. Students learn to take part in discussions of complicated topics. They also learn to understand news, comedies and soap operas, as there is heavy use of media at these levels.

This course is offered at six levels from Beginner to Advanced and is available full-time and also part-time to non-student visa holders. The course length is 4 to 52 weeks.

## Academic English

Do you plan to study at a business college, TAFE or University in Australia or in any other English speaking country?

This course is especially designed to prepare students for study at tertiary level. There is more emphasis in this course on reading and writing. There is also focus on understanding the complex English grammar at sentence, paragraph and long text levels.

You will be able to read and write complex texts, understand long lectures and talks, participate in discussions and give academic presentations.

This course is offered at four levels from Pre-Intermediate to Advanced. The course length is 4 to 52 weeks.

The Academic English program is also a **DIRECT ENTRY PROGRAM** into many of Australia's leading universities and vocational education colleges.

Students who successfully graduate from ACCESS Language Centre's Academic English program will be accepted by these institutions without having to provide results of English examinations such as IELTS or TOEFL. This is provided students meet the academic requirements of these institutions and is subject to vacancies and the availability of programs at these institutions.

The Academic English Course is the perfect course to prepare you for academic success.

## English for Work

Do you need to use English at work? These days good English proficiency will get you the job or help you get that promotion for which you have been working hard.

English for Work is a very special program which is useful for any job. In this program you will learn to read and write for work. You will also learn the conventions of taking part in meetings, negotiations and social conversations at work. You will develop business reading and writing skills. However, the most interesting part of this program is that you will learn how work cultures and conditions are different from one English speaking country to another.

The English for Work program is offered at three levels from Intermediate to Advanced and is 4 to 45 weeks including a 20% internship component.

Your English level needs to be Intermediate to enter this program.

## Program Structure and Pathways

Main Program (8:30am to 11:55am)	Level	Elective class Options (12:05pm to 1:05pm)	Independent Learning (1:35pm to 2:35pm)	Future Outcomes
General English	Beginner	Pronunciation	<b>Study Centre:</b> Library Computers Language Lab (open to 3.35) <b>Homework Room</b> <b>Movie Room</b> <b>Language Games Room</b> <b>Conversation Club</b> <b>IELTS Practice Room</b>	Job, Travel
General English	Elementary	Pronunciation <b>Conversation</b> <b>Grammar in Context</b>		
General English Academic English	Pre-Intermediate	Pronunciation Conversation Grammar in Context		Job, Travel Business College
General English IELTS Preparation Academic English English for Work	Intermediate	Pronunciation Conversation Grammar in Context <b>TOEIC Preparation</b> <b>Writing Skills</b>		
General English IETLS Preparation Academic English English for Work Cambridge Preparation for FCE Cambridge Preparation for CAE	Upper-Intermediate and Advanced	Pronunciation Conversation Grammar in Context TOEIC Preparation <b>Cambridge Grammar</b> <b>Current Affairs</b>		

# Examination Preparation Programs

## Cambridge First Certificate in English Preparation Course

This is a fantastic course for those who want serious preparation for success in the FCE exam.

Entry level is Upper-Intermediate and the course length is 12 weeks.

## Cambridge Certificate of Advanced English Preparation Course

If you are an advanced level student but need to fine tune your English, try this course.

The course will provide you with plenty of opportunities to practise and prepare for the CAE.

Entry level is Advanced and the course length is 12 weeks.

## IELTS Preparation Course

Most universities and colleges in Sydney will require an IELTS score to accept students in their institutions. This course prepares you to achieve the score you need.

The course is twelve weeks and is offered at Intermediate to Advanced levels.

## Electives

Full-time students are able to choose from a variety of electives at ACCESS depending on their English level and the availability of programs.

The electives we offer are:

**Conversation:** This course is excellent for students who are too shy or afraid to speak. It is designed to build your confidence and encourage you to speak in a natural way.

**Pronunciation:** This is a great course for students who have problems understanding native speakers. The course is also good for improving your pronunciation and accent. You will learn the rules of English pronunciation and the differences between Australian, British and American accents.

**Grammar in Context:** This is a course which is especially useful to students needing to improve their accuracy and knowledge of the grammatical rules of the English language. It is a favourite with students who are very fluent but make mistakes when they speak.

**TOEIC Preparation:** This course is also offered as an elective for one hour every day. As this course focuses on business English, students like to combine it with their General English course to receive the benefits of both.

**Current Affairs:** This is a very popular course with advanced students. Using a large variety of media items, students are constantly learning everyday language which comes directly from TV, radio and newspapers.

**Writing skills:** Writing skills are the most difficult to master when learning a foreign language. This elective provides students with intensive practice and the skills and strategies for mastering their writing. This course is also a favourite with those interested in improving their accuracy.

**Cambridge Grammar Course:** This elective provides students preparing for the Cambridge FCE and CAE examinations with intensive practice in the usage of grammar in the English language.



# Independent Learning Time

Our full-time students enjoy a 30 hour per week program, 20 hours in the classroom with the teacher and 10 hours of independent learning with teacher supervision.

During the ten hours of Independent Learning, students can access the following services and facilities:

## Study Centre

1. You can book any one of the computers equipped with language learning software to assist you in improving your grammar and vocabulary. This software contains enough activities to keep you busy for hundreds of hours.
2. You can also enjoy full internet access and you are provided with a list of websites which are especially designed to improve your English. These websites offer activities for improving grammar, vocabulary and reading skills.
3. In the Language Laboratory, students practise and improve their listening, grammar and pronunciation skills. Here you will find activities for improving those skills including: listening to songs and completing worksheets, completing grammar exercises, listening and repeating exercises, listening to a story

while reading it and listening practice activities for the IELTS, TOEFL, FCE, CAE & TOEIC examinations.

4. We also have a small library with a variety of books, daily newspapers and a number of magazines for those who would like to improve their reading skills.
5. Students who would like to improve their writing, are encouraged to write diaries, essays, letters or journals, which the supervising teacher checks for them and explains the problem areas.
6. The teacher is also available to help you with your homework or answer questions about your lessons.

## Homework Room

This area is especially for students who would like a quiet space and the availability of a teacher to assist them in doing their homework.

## IELTS Practice Room

This area is especially useful for students who are preparing for the IELTS exam or for students wanting to check their level and progress. It offers practice in the listening and reading components of the IELTS Exam. It also offers the opportunity to improve test taking strategies outside the classroom.

## Games Room

This is a room where students who are interested in improving their vocabulary or their fluency can play language games like Scrabble or Catch Phrase with their friends and improve their English while they have fun. A teacher supervises this area and supports students if they are stuck finding a word or not sure about spelling etc.

## Video Room

One movie is shown every week and students are given worksheets to complete while watching the movie with the support of the supervising teacher.

## Conversation Club

This is offered once a week and involves teachers and students meeting in a classroom to practise conversation in English. Enjoy free coffee, tea and biscuits so you can feel comfortable and relaxed to enjoy a natural conversation.



# Guarantee of Quality

ACCESS Language Centre has a variety of internal and external quality assurance mechanisms in place. These mechanisms assist us in guaranteeing our students high standards of quality in all the programs and services we provide. Our **internal quality assurance** mechanisms include:

- Monthly confidential **course evaluation** questionnaires gauging feedback from our students regarding their level of satisfaction with their course.
- Monthly confidential **teacher evaluation** questionnaires inviting students to feedback to their teachers regarding teaching styles and methods.
- A **suggestion box** where students can make suggestions for improvement to any aspect of ACCESS Language Centre.
- Ongoing **informal feedback** as senior and other staff casually ask students if they are happy at ACCESS.
- **Work Experience Program evaluation** questionnaires inviting students to tell us how satisfied they were with their work experience program.
- **Exit questionnaires** where students tell us their level of satisfaction with every aspect of their experience at ACCESS from Homestay to the social program, courses, customer service, facilities and much more.

ACCESS Language Centre is also a member of **the following external quality assurance organisations**, which have set certain standards of quality all members must adhere to. As a member of these organisations, ACCESS undergoes an annual assessment of all programs and services offered in order to ensure that high standards are maintained.



## National ELT Accreditation Scheme (NEAS)

### What can you expect when you study at a college accredited by NEAS Australia?

- Limited Class Sizes
- Highly Qualified English Teachers
- Up-to-date Teaching Methods and Materials
- Advice on Further Studies
- A Monitored Accommodation Service
- Approved Curriculum
- An Orientation Program on Arrival
- Organised Social and Cultural Activities
- Welfare Counselling

NEAS: <http://www.neas-accred.com>



## International Association of Language Centres (IALC)

ACCESS Language Centre is an associate member of the International Association of Language Centres (IALC).

Founded in 1983, the International Association of Language Centres is a network of 72 language schools in 19 countries around the world. Each is privately owned and independent of any large group or chain.

IALC's reputation, developed over two successful decades, rests on:

### Quality

Every IALC school has operated for at least three years and is a legally constituted, professional language teaching institution. Each meets the association's high quality standards and has national accreditation where a national scheme exists. IALC members underline their commitment to quality through their affiliation to IALC and their membership of other professional associations.

### Service

IALC schools are adaptable, flexible and strongly oriented towards student service. The school owners and directors remain accessible and close to the heart of their schools.

## Choice

Study programs at IALC schools range from general language courses and study holidays to work experience and executive training. They appeal to all types of student: adult, junior, undergraduate, postgraduate, professional, retired, individual and group. The accommodation choice is also wide and reflects the local way of living. Social and cultural activities outside the classroom complete the language learning experience at every IALC school.

IALC: <http://www.ialc.org>



## Global Work Experience Association (GWEA)

GWEA, a member association founded in 2002 as an initiative of the Federation of International Youth Travel Organisations, brings together organisations active in work experience to promote the sector locally, regionally and globally. GWEA sets and maintains standards of best practice and liaises with governments to encourage and support GWEA members and work experience worldwide.

GWEA's mission is to promote work experience programs throughout the world to strengthen cultural and economic ties among nations.

With over 130 members in 43 countries worldwide, GWEA actively advocates work experience on a global level. This association recognizes ACCESS Language Centre as a quality provider of work experience programs.

GWEA: <http://www.gwea.org>



## Australian Council for Private Education and Training (ACPET)

ACPET is the largest body representing the private education and training sector in Australia.

As a member of ACPET, ACCESS Language Centre is covered by the Tuition Assurance Scheme for overseas students. This scheme, operated by ACPET, ensures that student fees are protected.

ACPET: <http://www.acpet.edu.au>



LANGUAGE CENTRE  
Government Registered Provider





**Australian College of Business Pty. Ltd.**

**Trading as ACCESS Language Centre**

CRICOS Provider No. 01738E

ABN 52 004 012 695

72 Mary Street, Surry Hills

Sydney NSW 2010, Australia

Telephone: (61 2) 9281 6455

Facsimile: (61 2) 9281 7455

Email: [english@access.nsw.edu.au](mailto:english@access.nsw.edu.au)

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



**LANGUAGE CENTRE**  
Government Registered Provider

ACCESS Language Centre reserves the right to make changes to any of the information, programs or services described in this brochure at any time.