

PROPOSAL:

4 WEEKS GENERAL ENGLISH (ONSHORE)

TOKAI UNIVERSITY

Study: 12/08/2024 – 06/09/2024



Introduction

The University of Auckland English Language Academy (ELA) is delighted to put together a proposal for Tokai University. This proposal is based on a request received by Takayuki Furutani, H.I.S. New Zealand Ltd. The content and pricing within this proposal are valid until 12 March 2024. If you wish to accept this proposal, please return the Proposal Agreement form (PAF) by 12 March 2024. Upon receipt of a signed agreement form, we will be able to save the requested number of student spaces for you and send out detailed information about the placement tests and group enrolments. If you wish to discuss any part of this proposal, please contact Megumi Kato at megumi.kato@auckland.ac.nz.

Auckland, New Zealand

With a population of around 1.7 million, Auckland is New Zealand's largest city and economic centre. Auckland's location next to two harbours means students will enjoy living in a large, cosmopolitan city yet will still be close to beautiful beaches, nature walks and peaceful islands. With great cafes, restaurants and bars, excellent theatres, galleries and museums, and great shopping, the city has colourful Pacific and Asian cultural influences. Some of the top world-rankings include:

- Auckland is ranked in the top 10 world's most liveable cities in 2023's Economist Intelligence Unit (EIU)
- New Zealand is the 4th most peaceful country out of 163 nations around the world according to the Global Peace Index 2023.



The University of Auckland

Established in 1883, the University of Auckland is ranked in the top 100 universities in the world (QS World University Rankings 2024). Placed 68th in the world, the University is the only New Zealand university in the top 100. The University of Auckland is also the highest-ranked university in New Zealand for its global reputation amongst both academics and employers. As an international centre of learning and academic excellence, the University provides an exciting and stimulating environment for over 40,000 students and 7,000 international students. The University's graduates have internationally recognised qualifications, and a reputation for being open-minded, real-world thinkers who are highly regarded by employers around the world.

English Language Academy

The English Language Academy (ELA) is part of the University of Auckland and was established over 20 years ago by world-renowned linguist Professor Emeritus Rod Ellis. Since then, ELA has guided tens of thousands of students on their journey to becoming globally competent communicators. The ELA is located on the university's city campus in Auckland and provides a wide range of high-quality English language courses for international students. Courses include direct-entry pathway programmes for students who are interested in pursuing undergraduate and postgraduate degrees at the University of Auckland, as well as specialist English language teacher training courses and general English courses. The ELA is an accredited IELTS and PTE Academic test centre, as well as a Cambridge TKT and CELTA training centre. The ELA has agreed to observe and be bound by the New Zealand Government's Code of Practice for the Care of International Students.



*See what life is like
for ELA students*

The ELA courses are delivered by highly qualified and experienced teachers and teacher trainers. The ELA employs experienced teachers with degrees and TESOL qualifications, who are all dedicated to helping students reach their goals. The ELA teachers use a communicative language teaching approach, where interaction and communication are the main aims of the study. Lessons involve active learning through pair and group work, in which teachers facilitate communication and provide students with every opportunity to practice their language skills. Students consistently score the ELA teachers very highly on teaching quality and student experience.

All ELA courses are powered by the world-leading learning management system Canvas. Students joining ELA courses need to have their own device (i.e., laptop or tablet a keyboard).



In the spirit of manaakitanga*, we welcome you to Auckland, New Zealand, with open hearts and open minds. (**Manaakitanga* is the Māori concept of hospitality, kindness, generosity or support - the process of showing respect, generosity and care for others.)

General English

General English will help students to improve their ability to communicate in English in social and work situations and can act as a bridge to other ELA courses. The course focuses on the development of communication skills with a balance of speaking, listening, reading and writing tasks. Students will be integrated according to their English level and will learn through class activities, individual, pair and small group work with other students from a range of backgrounds and nationalities.



General English includes elective classes, which allow students to tailor their course to meet their learning goals, as they can choose an elective class to focus on a particular subject or skills. The elective classes are dependent on the level and student demand, they include, but are not limited to: IELTS, Communications and Business Communication English.

Students may be integrated according to their English level and will learn with students from a range of backgrounds and nationalities.

Course length: 4 weeks

Class hours per week: 20 hours

Class type: Integrated. Students learn with other students of similar ability.

Levels

The General English course has five levels of classes. Please note that we are unable to cater for 'starter/beginner' level students.

General English level	CEFR level
Advanced	CEFR level B2+
Upper Intermediate	CEFR level B2
Intermediate	CEFR level B1
Pre-Intermediate	CEFR level A2
Elementary	CEFR level A1+

Entry Requirements

A minimum level of **Elementary (CEFR level A1, IELTS 3.5 or TOEFL iBT 20)** English is required for participation in this course.

The ELA will undertake the following steps in order to ascertain participants' English language ability:

1. Pre-arrival: all students are strongly recommended to take the ELA placement test (Use of English, Listening and Writing) before arrival in New Zealand. Based on the test results, ELA staff (staff) will check to see if any of the students reach the minimum entry requirement level. If any students' English language level is lower than the minimum entry requirement, staff will communicate this to the students' institution and discuss options available prior to arrival.
2. Upon arrival: as a part of Orientation, students may be required to complete a speaking test. This will determine the class that they are placed into.
3. Students who do not meet the minimum entry standard as a result of the speaking placement test will be offered a place in an alternative course, and this may incur additional tuition costs. The ELA will discuss with the student's institution before making any enrolment changes.

Schedule

Morning Session: 8.15 – 10.15am & 10.30 – 12.30pm (20 hours) **OR**
Afternoon Session: 1 – 3pm & 3.15 – 5.15pm (20 hours).

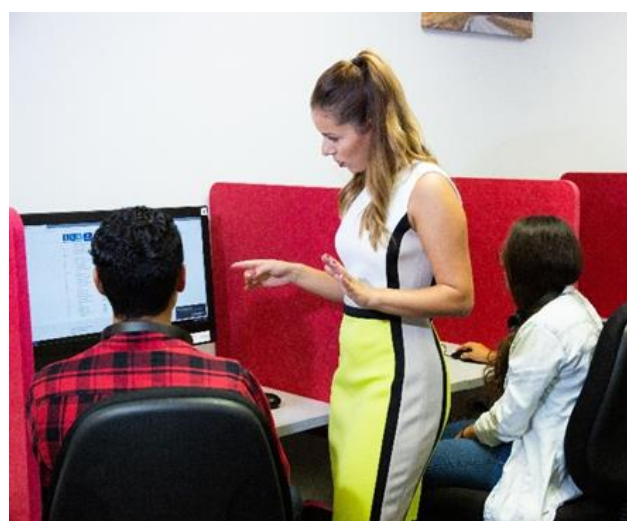
Students will be placed in either the Morning Session or Afternoon Session depending on their level of English. Please note some students in the group may have classes in the morning and some students may be in the afternoon. All students receive 20 hours of tuition per week, which is made up of two hours of core classes and two hours of elective classes per day. Students at Intermediate level and above choose their elective classes upon arrival at the ELA.

Week	Day	Schedule
1	Sunday	Arrive in Auckland and transfer directly to accommodation by private coach <i>*Note: ELA accommodation is available from the Sunday before the course starts on Monday.</i>
	Monday	Orientation
	Tuesday – Friday	General English (Morning or Afternoon Session)
2-4	Monday – Friday	General English (Morning or Afternoon Session)
	Saturday	Transfer from accommodation to Auckland Airport by private coach <i>*Note: Courses normally finish on a Friday, and ELA accommodation checkout is the following day.</i>

Facilities

Study Centre

ELA's Study Centre offers various opportunities for students to improve their English skills. This is the central hub for students to access a range of interactive and engaging activities both inside and outside the school. Students can practice their English conversation with Meet2Chat sessions, led by University of Auckland volunteers twice a week. They can also attend workshops on a variety of topics such as, employment skills, academic language skills, spoken communication skills. These are run three times a week by experienced facilitators and are adapted to suit the needs and goals of students. Students are also able to enjoy ELA organised extra-curricular activities to practice their English in real-life situations. They can visit places like the Auckland Fish Market, local art exhibitions and other activities such as bowling, mini-golf and beach trips. Students have access to be able to view, review and book all study centre activities online through our Student Experience Course.



Student Lounge

We have a large Student Lounge where students can relax, eat lunch, play board games or prepare a group project. This lounge is equipped with snack vending machines and students are able to enjoy free tea, coffee and hot chocolate drinks and use the microwaves to heat up meals.

Internet access

Free wireless internet is available at the ELA for students.

Access to the University of Auckland

ELA students can access facilities and services at the University's city campus located 5-minutes away from the ELA building. Some facilities and services on campus include:

- Libraries with resources and study space*
- Student health, medical and counselling services with high-quality standards
- Sports and recreation at a discounted price offering memberships and a wide range of group fitness classes. For further details, please visit [the University's website](#).
- A variety of cafés and retail stores, including pharmacy, bookshop, and banks.

**Note: lending rights only apply to the ELA students who are enrolled in one or more of the following programmes: FCertEAP, EPUS, EPPS or the University of Auckland Study Abroad (COPOS).*

Support for Group Students

Group Services

The ELA has a Student Experiences Team who work closely with your home university, to ensure that everything is taken care of from pre-arrival application and administration to post-course reports and follow-ups. A team of dedicated staff members across the ELA work closely together to deliver group courses and support group students during their studies at the ELA. They include:

Groups Coordinator, Student Support Coordinator, Senior Teachers, Accommodation and Pastoral Care Coordinator.

Orientation

For our Group Students, their ELA experience begins before they leave their home country. In an online pre-departure session, the students will be introduced to the ELA and meet with ELA key staff. They will have a chance to ask questions. Then, on the first day at the ELA, our friendly team will provide the next step of our Orientation programme to help students settle in with their studies and life

in Auckland. They can assist students with public transport, banking, mobile phone connection, medical care and anything students need to assist their NZ experience. The Orientation schedule includes a welcome by ELA staff, presentations on the ELA courses and facilities, accommodation and activities, Health and Safety guidelines.

Pastoral Care

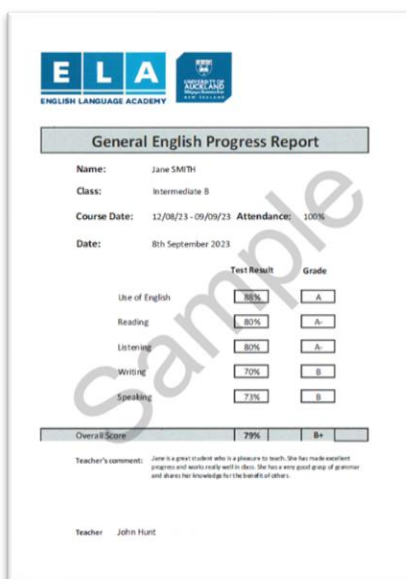
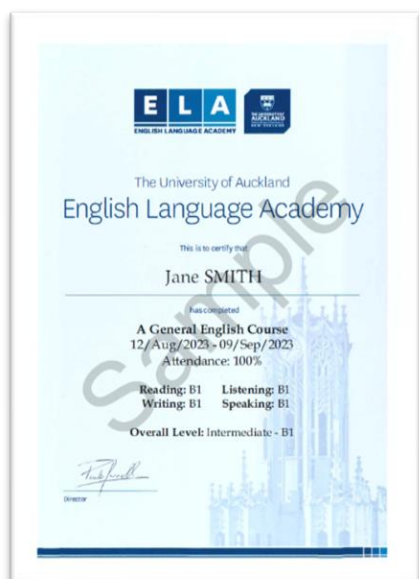
Our Student Experiences Team can help students with any issues they may face while studying at the ELA. Group students can receive further support from dedicated staff members – the Groups Coordinator – who are engaged with students from the first-day orientation to departure. Students will have the opportunity to provide feedback on their ELA experience in their first week, during their programme and in their final week. This feedback is analysed by senior ELA staff and appropriate follow up is undertaken.

Academic support

Students can make an appointment to meet a senior teacher to talk about their study and academic progress. Our senior teachers are highly qualified English language professionals and will be happy to support students’ study goals. We also have a dedicated senior teacher who is available for academic consultation with students when they need further support.

Graduation

All students who successfully complete their ELA programme will take part in a graduation ceremony. They will be presented with a Certificate of Studies, as well as an end-of-block test report which shows the student’s review test results which take place at the end of each block of study. The teacher also gives a progress comment with some suggestions about their strengths and skills they need to work on for future study.



Accommodation

Homestay

The ELA has designated staff who look after homestay accommodation. All ELA homestay families have been visited, checked and approved prior to hosting ELA students and are required to attend annual training workshops to ensure they are up to date with everything connected to providing homestay accommodation. For students studying at the ELA, homestay accommodation is a great way to learn about New Zealand culture and to practise English in a friendly and relaxed environment. Families are selected on the basis of providing such support and are experienced in caring for students from many different cultures. The main criteria for homestay placements include:



- The family is English-speaking.
- The family is able to provide a well-furnished single room for the student.*
- Dietary requirements of the student are taken into account.
- Breakfast and dinner are provided Monday to Friday, and breakfast, lunch and dinner at weekends.

***Note:**

1. Most homestays are within 50-70 minutes from the ELA by public transport.
2. Our accommodation is available from the Sunday before the course starts until the day after the course finishes. If a group arrive or departs before or after these dates, we kindly request your assistance in arranging their private accommodation near Auckland International Airport.
3. Some of our families host more than one international student, including those from your country who may be from the same group. This allows the students the chance to share their home with another student, while ensuring each student has their own private room.

Airport transfer

ELA can arrange their airport transfer service by request, where drivers will take students directly from the Auckland International Airport to their ELA-arranged accommodation upon arrival and pick them up from the ELA-arranged accommodation to Auckland International Airport upon departure.

ELA Social Activities and Extra Curricular Activities

ELA Social Activities

ELA students are encouraged to join weekly social activities and special events. This is for all ELA students. Participating in these activities provides students with an opportunity to practice English and meet other students outside class hours. The activities are weather dependent and vary by time of year but can include the University of Auckland campus tour, Auckland art gallery, Mission Bay, Mt Eden walk, One Tree Hill, movies, beach trips, BBQs, football games, zoo trips, indoor rock climbing, horse riding and even bungee jumping. Students are required to sign up in advance through CANVAS. Students will be advised about ELA social activities at the orientation. Fees may occur for some activities for entry or bus/train fares to the sites.

Extra Curriculum Activities

ELA all students can join a range of free activities including our most popular - Meet2Chat. This is a special activity where students can have conversations with English speakers from the University of Auckland. Our students take part in quizzes, and short presentations and have many other fun opportunities to practice speaking and listening.

ELA students can also book 1-on-1 tutorials with our teachers and during the tutorials they can get tips and advice on how to develop their English skills.

Participation in Meet2Chat and 1-on-1 tutorials does not incur any additional cost; however, students are required to sign up in advance through CANVAS. Students will be advised about Extra Curriculum Activities at the orientation.

Weekend Activities

We also work closely with local tour companies who offer students a wide range of weekend activities and sightseeing options around New Zealand. Popular destinations include the Hobbiton (Lord of the Rings) Movie Set, the Bay of Islands and Rotorua.

We have a notice board displaying weekend activities in the student lounge and students can book a tour individually. The approximate cost for a one-day trip is from NZD200 and from NZD300 for a two-day trip. The price varies based on the destinations. In general circumstances, only credit card payment is accepted (surcharge fees may apply for credit card payments).

Group Student Testimonials

Each year we receive many positive testimonials and comments from group students who have studied at the ELA. Below is a small sample of what group students are saying about their experience at the ELA. Please check our latest students' video stories!



*Rui from Japan
Long-term group programme
(General English + Academic English)*



*Peter and Nahyeon from South Korea
Short-term group programme
(General English + Cultural Understanding)*

"Auckland has a safer condition for students. Most Kiwis are friendly, I think. Also, Auckland is a multicultural city. Here is a comfortable environment for international students, and I can learn about that culture. For me, Maori culture is the most interesting thing to know. I could see many Maori things in this city and people. During my study at ELA, I enjoyed conversations the most. We have many speaking activities, and through them, I enjoyed talking with my classmates and teachers. These activities help me to improve my speaking skills and build my confidence."

Keiko Nishioka (Japan) – General English



"The course of study was a new experience and it helped a lot in improving my English skills, especially preparing and doing presentations was the most memorable project. In this project, I learned how to improve my public speaking and develop my language use. Thanks to all of the teachers and my classmates. It was a wonderful 4 weeks with you guys."

Hyejin SHIN(Korea) – General English + English for specific purposes(Engineering)

