



bell UNIVERSITY FOUNDATION PROGRAMME 2010 - 2011

INFORMATION FOR ENQUIRIES

THE UNIVERSITY FOUNDATION PROGRAMME

Who is the Bell University Foundation Programme designed for?

The University Foundation Programme is the right course for you if:

- you plan to study at a UK university from September 2011 or later
- you have graduated from secondary/high school with 11 years or more in education
- the level of your English is equivalent to IELTS 4.5 or higher, essentially in writing and reading

What is different about studying at Bell Cambridge?

Bell has more than 50 years' experience in English Language Teaching and our staff are experts in the field. In addition, we are a truly international organisation: last year we welcomed students from over 100 different countries.

The University Foundation Programme takes place at our Cambridge centre. It is situated in beautiful gardens about 2 miles from the city centre. It offers both residential accommodation near the city centre and also homestay accommodation in families close to the school.

The Cambridge centre has comfortable, well-equipped classrooms. The Study Centre, recognised as one of the best EFL Study Centres in the UK, is a purpose-built resource with library, self-access and multimedia centre. The school has café facilities and a dining hall with an excellent choice of food. There are excellent sports facilities and an extensive social programme is offered.

What is different about the Bell University Foundation Programme?

It is an academic year course specifically designed to prepare students from abroad for a successful and satisfying university career in the UK. Bell recognises that overseas students need to develop their language skills, academic skills and subject knowledge. The course also provides an in-depth understanding of the nature of contemporary British life.

We give individual and close attention to our students. A programme of regular tutorials provides guidance and advice with all aspects of preparing for the demands of studying at university. Bell also gives expert and independent advice when helping you choose the university and courses that are most suitable for you.

What are the course objectives?

The University Foundation Programme will:

- guide you in your choice of course and destination in higher education and help you to make an effective application
- add to your knowledge of core subjects at a level that will prepare you for Higher Education
- develop the academic skills and academic language you will need for study at university
- prepare you thoroughly for the IELTS examination
- add to your knowledge and understanding of aspects of British life and society, including university life.



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How much does the course cost and what is included in the fees?

The 36-week course costs £13,750 for tuition. This includes:

- 21 hours of tuition per week including regular tutorials
- individual advice and guidance with application to universities
- the use of the Study Centre and multimedia suite
- a programme of visiting speakers and visits to universities
- examination fees for the IELTS examination in term 1
- the Bell Cambridge social programme

The price does *not* include accommodation or food, airport transfers or UCAS application fees

APPLYING FOR THE UNIVERSITY FOUNDATION PROGRAMME

How do I know whether I am qualified to join the course?

There are two basic requirements for anyone wishing to join the University Foundation Programme:

- your secondary school qualifications need to be acceptable to universities in the UK.
- your language level should be equivalent to IELTS 4.5 or above in reading and writing. We offer a test of academic English consisting of a writing and reading task. Occasionally we also require a telephone interview. IELTS level 4.5 is approximately Bell level 4.

How can I apply for the course?

Send to Bell Customer Services the following:

- a completed application form for the University Foundation Programme:
- copies (and translation) of your secondary school certificates
- IELTS certificate or a completed Bell entry test
- A completed pre-course questionnaire

When do I need to pay for the course?

If you wish, you can pay in a maximum of 3 instalments. The first payment is 60% of fees and this should be banked with us no later than 6 weeks before the start of the course. Two further instalments of 20% each should be paid by week 10 and week 20 of the course.

Can Bell help me with my visa application?

Once we have accepted you on the course and you have satisfied us that you have the necessary funds, we will send you a letter of invitation and other documents that you will need when you attend your visa interview. Bell cannot help directly with a visa application and cannot ensure that your application will be approved. However, we are a well-known and respected organisation, we contact your local Visa Office when required, and few of the students we have accepted encounter difficulties with visas.

When should I apply for the course?

You should apply as early as possible. *The number of places is limited and applications will be treated on the basis of first come, first served.* We need to receive your application and offer you a place in time for you to transfer the course fees required and to complete any necessary visa applications. You should aim to complete these arrangements no later than 4 weeks before the start of the course.



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When will I hear if my application has been successful?

Provided you have sent us all the necessary documents and information, Bell will inform you whether your application has been successful within 3 weeks of receiving your application.

When are the holidays on the course?

The course lasts 36 weeks and is divided into 3 terms. After the first term there is a break from December 18 2010. If you wish, at an extra cost, you can attend our Christmas course at Bell Bedgebury. Term 2 resumes on January 3 2011 and finishes on March 26. Term 3 begins on April 3 and the course ends on June 25 2011.

APPLYING TO A UNIVERSITY IN THE UK

Will I get help with my UCAS application?

Bell's educational advisor is available to give you help and advice with your UCAS application at every stage of the application process.

Will I definitely be able to go on to university?

The Bell University Foundation Programme is the best possible preparation for getting into a university in the UK. From very early on the course you will know what IELTS level and what marks on the course you need in order to gain a place at the universities you have chosen.

Which universities can I apply to?

Students on our course can apply to any universities they wish. You can be assured of an impartial and effective counselling service with your best interests at heart. Bell has a close relationship and special agreements with a number of reputable Universities throughout the UK. We arrange for speakers from many of these Universities to visit the school and we will arrange visits to universities during the course.

What IELTS levels do universities require?

Each university department will have its own IELTS requirement, depending on the subject. However, this is normally at least level 6, although others are for higher than level 6.

Which university courses will the Foundation Programme prepare me for?

The University Foundation Programme is first of all a general preparation for study at a university in the UK. However, students on the course study a number of subject modules, which offer a useful preparation for a range of related university courses.

The subject modules currently offered on the course are: **Business Studies, Communication Studies, Economics, Finance, Law, Maths, Media Studies and Politics**. They relate to a range of university courses including:

- Business
- Business Management
- Finance
- Accounting
- Tourism
- Hotel Management
- Economics
- Politics
- International Relations
- Planning
- Media Studies
- Environmental Sciences
- Law

Bell's educational advisor will help you to choose exactly the subject you wish to study.



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When will I know if I have been accepted onto my preferred university course?

This will depend on the universities you have applied for. An offer of a place on a university course will usually be conditional on achieving a certain grade on the Bell Foundation Programme and on an IELTS score **as well as your academic qualifications from your secondary school**. If you are successful in all of these, you will be able to go to the university that has made you the offer. Bell will contact the university's admissions office in cases where this is not clear.

COURSE DETAILS

What is the difference between A Levels and the University Foundation Programme?

A Levels are the final secondary school qualifications in UK schools. Bell's University Foundation Programme is for students who have **already** successfully completed their secondary school education in their own countries, but whose academic skills and level of English are not yet sufficient to begin a degree course in the UK.

What is the structure of the course?

The course consists of 3 academic terms. In the first term students are given intensive English Language training and follow courses in academic skills, information technology and Life in Britain and are prepared for the IELTS exam. Students also begin studying subject modules and there is a tutorial programme to guide them in their applications to universities.

Students need to achieve a minimum of 40% in each Subject Module in the examinations at the end of term 1 and attain an IELTS score of at least 5 in all components to be able to progress on to the second term. Students' attendance and general attitude will also be taken in to account. Bell expects an attendance of at least 90% on the course.

In the second and third terms there is a further development of a range of academic skills and these are integrated with their subject modules. There is continued training in IELTS and information technology and students follow an individual tutorial programme. Number skills are developed in Quantitative Methods sessions.

Will I receive regular reports during the course?

You will receive a full and detailed report at the end of each term with recommendations on how to make further progress. You will also have regular tutorials during the course, in which your tutors will monitor you and give advice. In addition to the term reports, if your tutors think you are not making progress, they will inform you of this in writing at any time during the course.

What happens if I don't do well in Term 1?

We expect you to reach a certain level of achievement by the end of the first term. Specifically, this means you must achieve a mark of at least 40% in each subject module in the examinations at the end of the term. You must also achieve at least level 5 in all components of the IELTS examination, which you will take before the end of the term.

Attendance and general attitude will also be taken in to account when deciding whether or not a student will be able to progress to the second term.

How is the course assessed?

60% of the assessment is by coursework and the other 40% by examination at the end of the second and third terms.



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A variety of assessment methods is used and include: seen and unseen examinations, projects, oral presentations, essays, reports, case studies, summaries and note taking.

How often can I take the IELTS test?

You will take the test in the third term and this is organised and paid for by Bell. Thereafter you may take IELTS again as often as you wish.

Is the final examination an external exam?

Bell tutors set and mark the final examinations and these are moderated by external examiners with extensive experience of working on other university foundation courses.

If I fail the final examinations, can I re-sit them?

If you do not pass a final examination in one or more Modules but achieve a mark of at least 25% in them, you will have the opportunity to re-sit them. Re-sit examination dates will be fixed for 2 weeks after the final examinations. You will have free use of the Bell Cambridge Study Centre during this period. However, you will be asked to pay for any accommodation you need.

When will I receive the results?

Normally on the last day of the course.

Where can I ask for more information?

If you require further information, please contact one of our Customer Services Executives at info@bell-worldwide.com or +44 (0) 1223 212333.

If you prefer, you can contact us by post at this address:

Enquiries
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