

Information for Adult Students



We hope you will enjoy your stay in England.

This booklet is designed to prepare you for your time in GEOS-LTC International College. Please read it carefully to help us make your stay enjoyable. Remember that we are here to help you with any problems you might have no matter how big or small they are.

THE COLLEGE

GEOS-LTC International College is a part of GEOS, an international network of schools spread across Europe, Asia, North America and Oceania. Established as a school in 1954, LTC is housed in the Duke of Devonshire's former home, Compton Place which is an 18th Century mansion standing in its own park of 13 hectares.

For more information on the college, please visit <http://www.geos-ltc.com>

EASTBOURNE

Sheltered by Beachy Head, the town is a popular holiday destination and has more than four million visitors every year. Having won many awards for its gardens and its beach, Eastbourne is one of the finest resorts on the South Coast and the ideal place to come for a break or to study.

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For more information on Eastbourne, please visit <http://www.visiteastbourne.com/>

BEFORE ARRIVAL

Please send us (info@geos-ltc.com)

- Your travel arrangements. Whether you have requested a taxi or making your own way, we need to know to inform your family (otherwise they might be out when you arrive).

You will receive from us

- Your homestay information as soon as it is arranged. Please remember to inform us about your allergies and other requirements so we can find the right family for you.
- A taxi confirmation (if you requested it).

HOMESTAY ACCOMMODATION

- Let us know if you have any allergies or medical conditions before you arrive.
- If you wish to move host family, you must tell us one week before or pay one week's money.
- You will receive homestay information profiles including photos of the families before you arrive.



Travelling to school

Your host family will take you to school on the first day.

At the school you will be given a map so you can find your way around Eastbourne.

Questions to ask on your first day

Can you show me how to lock the house?

What time do you leave for work in the morning?

What time is dinner?

How long can I spend in the shower? What is a good time to have a shower?

What happens if I need to wash my clothes?

Where should I store my suitcase?

What are your house rules?

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Your room

It is your responsibility to keep your room neat and tidy.
Do not smoke in your room or in the house.
Do not keep food in your room. It will attract bugs and mice.

Good manners in England

English people say “please”, “thank you” and “excuse me” more than most countries. Don’t forget to do the same or people will think you are impolite.

Food and meals

Your family will give breakfast and dinner every day. You will also have lunch at the weekends. The food will be mostly English dishes. Be open-minded and try new foods. Tell your family if there is any food you do not like or cannot eat.
Breakfast: English people often eat cereal, fruit, toast or yogurt.
Lunch: English people often eat sandwiches, leftovers, fruit and vegetables.
Dinner: English people eat a variety of cuisines. There is often a main course and sometimes a dessert.

Table manners

It is polite to clear your dishes off the table after dinner.
It is good manners to eat with your mouth closed and to eat quietly (slurping is bad manners).
Feel free to ask questions and practise conversation at dinner time.
Say “thank you” when someone serves you food or drink.
Ask your family if you want more food or drink.

The bathroom

In most houses, you will share the bathroom with other members of the family and/or other students.
English people usually shower once a day.
Most family members take a 5-10 minute shower.
Wet towels should be hung up when you are finished.

Laundry

Your host family will do the washing for you. Usually, once a week..

Telephone

Check with your host family if you can use the telephone.
You must pay for all the phone calls you make in your homestay.
It is best to use a phone card for all phone calls. You can buy them at the college.

Internet Access

It may not be possible for your host family to give you internet access at home. In this case you can use the student computers at the college. We also have a wireless connection if you bring your own laptop. Computers with internet access are also available in Eastbourne Library and various Internet Cafés.

Going out with your family

Joining family activities is one of the best parts of homestay life.
If you are asked out to the cinema, to a concert or sightseeing, you should offer to pay.

Changing Your Booking

You must give the accommodation officer and your host family notice if you want to make changes to your homestay:

Move out: A minimum of 1 week's notice to your host family and the accommodation officer.

Please also give us at least 1 week's notice if you want to extend your stay.

Accidental Damage

If you damage something in the house, you will have to pay for it. LTC cannot be held responsible.

Problems in your homestay

Our families are very carefully selected and most students have a great time in their homestay. If you are not happy, we can help. It is very important to talk to the accommodation officer if you are unhappy.

It is important to talk to your host family if you do not understand the rules.

If you can't resolve the problem with your host family, talk to the Homestay Officer.

AIRPORT TRANSFERS

If you have arranged a taxi through the GEOS-LTC, the taxi driver will be waiting for you near outside Arrivals and will carry a sign, which says GEOS-LTC and YOUR NAME. If the taxi is not there after 25-30 minutes, ask someone at the Information desk and they will telephone the taxi company or the school for you.

If you have decided to make your own way, please note that there are no direct trains between Eastbourne and Heathrow. You can take a special shuttle bus between Heathrow and Gatwick, which leaves Central station at Heathrow every 30 minutes. Then from Gatwick there is a direct train to Eastbourne.

EMERGENCY NUMBERS

Direct Travel Taxis	01323 484 444
GEOS-LTC International College	079 85 34 34 40

DO NOT LEAVE THE INFORMATION DESK OR THE AIRPORT UNTIL THE TAXI DRIVER ARRIVES!

Please note

1. Should your driver not arrive at the meeting point within 20 minutes of your arrival, please call GEOS-LTC emergency number. The taxi will normally wait for 2 hours after the flight has landed so please do not go shopping or to a café at the airport on arrival as this is the easiest way to miss your driver.
2. If you delayed by the Immigration or Customs, please make sure that you tell them to give your taxi driver a message, so that they will wait for you.

3. If you don't arrive on time, we will only refund your money if you tell us about it 24 hours before. For unannounced arrivals or changes to pre-arranged bookings, the only alternative transfer option may be to arrange a taxi transfer or a shuttle bus to your GEOS LTC accommodation at your own expense.
4. **Please note that the school is not open at weekends, so any changes to flight details, transfer cancellations or any other requests connected to your arrival must be received by 11am British Time on the Friday before you are due to arrive.**
5. Failure to advise GEOS LTC of excess luggage could result in the transfer company not being able to accommodate the extra luggage.

For more information on the airports and travelling, please visit

National Rail	http://www.nationalrail.co.uk/
Heathrow	http://www.heathrowairport.com
Gatwick	http://www.gatwickairport.com/
Stansted	http://www.stanstedairport.com/
National Express (coach)	http://www.nationalexpress.com/

FIRST DAY

08.45am - Your host family will bring you to the college.

9.00am – You will complete an English test to find out your level. Then we will show you around the college. We will also give you a map and show you how to get back to your homestay family. Please ask if you are not sure, we will help you.

Mid-morning - You will join your class.

CLASS TIMES

09.00-09.45

10.00-10.45

11.00-11.45

12.00-12.45

LUNCH (you can buy a lunch ticket at school for £3 – please do so BEFORE 11am)

13.45-14.30*

*for students who study 28 hours a week (Intensive Course)

14.45-15.30

FREE TIME

We can help you book an excursion at weekends. We work with “Discovery Tours”
<http://www.discoverytours.uk.com/>

GENERAL INFORMATION

STUDENT CARD

Keep your student card with you at all times. It has all the information and telephone numbers you need on it.

LEARNING MATERIALS

You will need pens, pencils etc, and possibly a highlighter pen. You will also need a good notebook. The best kind is a ring-binder file with A4 paper. It's very flexible, and you can use it to build up your notes as you study.

Bring a good bilingual dictionary, either a book or an electronic one. But don't use it too often in class or you will miss what's happening in the lesson! You may find an English-English dictionary or a grammar book useful. Possibly you can buy them more cheaply here than in your country.

INTERNET

We offer free wireless connection if you bring your laptop with you. Adult students can use our computers for free before 17.00.

TRAFFIC

Remember we drive on the left so be careful when crossing the road. Look right first, then left.

MONEY

We can keep your money and passports in a school safe for you. Please do not forget to collect them before departure.

You cannot open a bank account unless you are staying in England for at least 6 months. You will need your passport and a letter from the college for the bank.

ELECTRICITY

Remember our system is different as we use 3-pin plugs. You can get an adapter from local shops.

WEATHER

The weather in England can be rather changeable. It is always wise to bring an umbrella and a raincoat regardless of the time of the year you come! For the most up-to-date information on local weather click on this link

<http://www.bbc.co.uk/weather/> and put our postcode in "BN21 1EH"

FEELING ILL

Let us know if you need a doctor or a dentist and we will make an appointment for you. You will have to pay to see a doctor. The current charge is £45 per visit (excluding prescriptions). Everyone must pay to see a dentist and it is very expensive.

INSURANCE

We recommend that all students take out an insurance before coming to study in the UK. Please click here <http://www.geos-ltc.com/Insurance.htm>

COMMUNICATING WITH YOUR FAMILY

The cheapest way to phone is to buy a phone card. You can buy them at GEOS-LTC if you want one. Ask at the front office. There are 2 student telephones in LTC you can use:

Back Door: +44 1323 747 760

Under stairs: +44 1323 722 485

EMERGENCY NUMBERS

The emergency number for Fire, Police or Ambulance in England is 999.

The college emergency number is 07985343440

PROBLEMS

Sometimes little problems can seem very big. Let us know if there is anything you are worried about, we are always happy to help.

USEFUL LINKS

Map of Eastbourne

<http://www.eastbourne.org/maps/>

Bus timetables

<http://www.stagecoachbus.com/eastsussex/>

Advice on studying in the UK

<http://www.educationuk.org/>

http://www.ukcosa.org.uk/student/information_sheets.php#after_entry

Remember if there is anything else you need to know, please contact us and we will help you.