

THINK SUCCESS

MAKE IT HAPPEN

CREATING OPPORTUNITIES WORLDWIDE

www.britishcouncil.jo



About British Council

The British Council creates international opportunities for the people of the UK and other countries and builds trust between them worldwide.

The British Council's high profile work in English, the Arts and Education and Society helps millions of people worldwide to learn about and experience creativity and excellence from the UK.

We are on the ground in six continents and over 100 countries bringing international opportunities to people's lives every day.



BRAZIL



SPAIN



CHINA



SRI LANKA



KENYA



INDIA



EGYPT



KOREA

and many more!



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The British Council in Jordan opened its Teaching Centre in 1948.

The British Council provides tailored teaching to the general public and organisations, both at its premises and off site.

Our courses are for kids, teens and adults

Book your placement test now at our premises or online at www.britishcouncil.jo

Contact information for registration and customer feedback

British Council
First Circle, Jabal Amman
T: +962 (0)6 460 3420
www.britishcouncil.jo

**Office hours:
Saturday to Thursday
09:00 - 18:30**

OUR OFFER



Experienced Teachers



Communicative Methodology



Social Events Programme



Study Support Centre



Tailored Courses



British Culture

METHODOLOGY

We believe that teaching should be student-centred and should help students develop strategies that work both inside and outside the classroom. We recognise that learners have different aims, world knowledge, learning styles and experiences and that motivation is crucial to successful learning. We seek to create an enjoyable learning environment in which students develop their language learning and study skills in order to enable them to use English in as wide a variety of situations as possible. At the same time, we work to provide opportunities for students to discover aspects of British culture and to open up opportunities for personal and professional development.

We value the different approaches, styles, techniques and personalities that each teacher brings to the classroom and encourage teachers to innovate, experimenting with new ideas and activities. We also have a list of basic principles which we feel are fundamental to the centre's view of what is good teaching. We expect all teachers to understand and to reflect these principles in their approach to teaching.

The principles are

We develop students' skills in a practical, meaningful way because language skills provide access to other life goals. We use a variety of techniques and materials because learners have different learning styles. We foster our students' sense of responsibility for their own language learning and guide them towards independent ways of learning because independence is a key element in effective learning. We explore the learning aims of our students to adapt our courses to help them achieve those aims. We provide a balance of skills and training to ensure students develop fluency and accuracy in all skills.

We attach importance to learning through communication and interaction with other class members to ensure the development of real-life development communication skills. We take full advantage of the class time to maximise opportunities for effective learning. We also provide digital lessons, social events and a Study Support Centre that allow students of all levels to interact and develop their English outside of the traditional classroom.

We guarantee a motivating, productive atmosphere of co-operation and mutual respect for different cultures to enhance feelings of goodwill and collective gain.

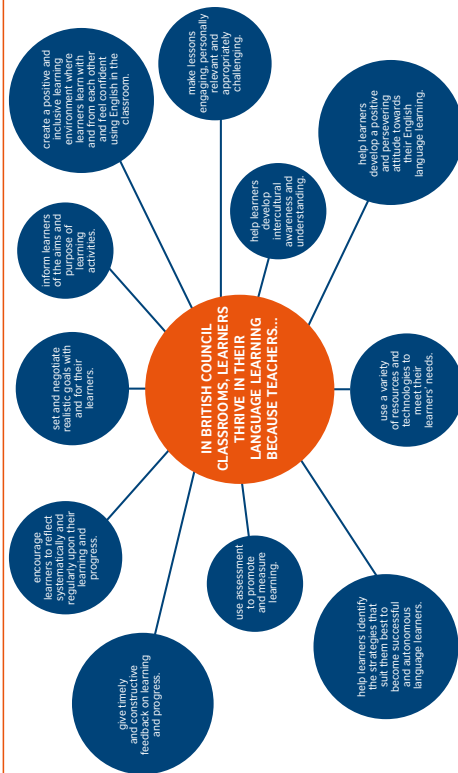


STATEMENT OF APPROACH TO ENGLISH LANGUAGE TEACHING – TEACHING CENTRES

THE BRITISH COUNCIL PROVIDES LEARNERS WITH A REWARDING AND STIMULATING ENGLISH LANGUAGE LEARNING EXPERIENCE. WE HELP ALL LEARNERS REACH THEIR FULL POTENTIAL BY RESPECTING THEM AS DIVERSE INDIVIDUALS, AND BY ENCOURAGING THEM TO BE ACTIVE PARTICIPANTS IN THEIR OWN LEARNING.

As a cultural relations organisation, we aim to develop intercultural understanding as a core aspect of language learning. Our teaching and learning is aligned to our corporate values, we build positive relationships and create an inclusive and collaborative learning environment of mutual respect and understanding.

Our curricula offer continuity and progression for every learner, at whatever age they begin their English language learning with the British Council.



OUR PURPOSE

The British Council creates international opportunities for the people of the UK and other countries and builds trust between them worldwide.

OUR TEACHERS

We recruit English language teachers with internationally recognised qualifications in English language teaching who have the knowledge, skills and experience to develop the language communication skills and learning strategies of our learners.

Our teachers receive on-going professional development and are supported by a team of academic managers in order to deliver a high quality learning experience for each learner.

A SAFE, SECURE AND INCLUSIVE LEARNING ENVIRONMENT

We ensure that all students and families feel included, safe and valued.

We ensure that the physical and digital settings are safe and secure.

We have safeguarding, behaviour and diversity policies. The British Council has been awarded the Keeping Children Safe Certification.

www.britishcouncil.org



YOU DESERVE THE BEST

We connect people with learning opportunities and creative ideas from the UK. Whether you want to learn or teach English, take an exam or find out about work in arts and society, this is the place to start.

Our offer includes

- » A wide range of courses for different age groups and levels
- » Tailored courses that will help you improve your communication skills in English
- » Development of relevant language skills to help you progress in your job and career
- » Interactive lessons
- » Innovative technology integrated in all courses
- » Chance to get a competitive edge at school or work
- » Improvement of fluency and communication skills
- » Professional and highly experienced staff
- » Face-to-face counselling for adult learners and parent-teacher meetings at the end of YL terms
- » Placement testing and learning consultation
- » Fun and interactive lessons supporting efficient learning
- » Social events highlighting contemporary UK culture, self-learning strategies and student networking
- » Excellent Customer Care
- » IELTS for Intermediate-and -above level students
- » Access to free online resources on the British Council's website.
- » Digital learning opportunities for adult learners



We value your feedback

We highly value your feedback on our products and services; your opinions and suggestions will help us improve and meet your needs and expectations.

AZADEA TESTIMONIAL:



“At Azadea Group, we pride ourselves on developing our talents with top notch training providers. A live example is British Council with whom we are training our managers and potential managerial employees to reach the next level when communicating in English. An observable development has been noticed among our employees since we started in March 2017; in terms

of self-confidence, public speaking and communication skills. We strongly recommend the British Council's solutions to companies that believe in their employees' potential to develop and thrive.”

OUR COURSES

General English for kids, teens and adults

Our general English courses are available at all levels and age groups; we teach groups from the age of six and above. Our courses are aimed at those who want to improve their overall level of English for work, further academic studies or personal interests.

Our programmes include fun and beneficial activities geared to the development of oral communication, grammar, vocabulary, also with a focus on improving pronunciation.

Each lesson will have a clear learning objective and outcome. The teacher will closely monitor your progress and provide one-to-one counselling throughout the course.

Our adult general english levels includes a total of 120 hours of face-to-face lessons. A level can be covered over four terms: intensively for three-four months, or non-intensively for eight months. Each term is 30 hours.

Each young learner level includes a total of 84 hours of face-to-face teaching. A level can be covered over four terms from September to June and each term is 21 hours of contact.

In the summer and winter school holidays we offer shorter, more intensive courses to boost your child's English.

All of our courses can lead to international exams.

All students at the British Council Teaching Centre can benefit from a range of online practice materials and free mobile applications available on www.learnenglish.britishcouncil.org.

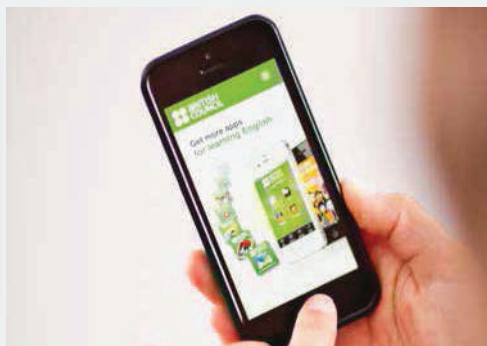
Frequency

We are open six days a week.

Please ask Customer Service or check our website to learn more about the range of courses available

Technology in the classroom

Explore British Council's cutting edge learning technologies; access a wide range of online materials and mobile applications.



Elementary Podcasts



Sounds right



Learn English Audio and Video



Learn English Sports World



Johnny Grammar's Quizmaster



Wordshake



Big City Small World



Learn English Grammar



My Word Book 2



General English for Adults

We offer General English courses to students from Starter to Upper-Intermediate level. Our General English adult courses are designed to improve every aspect of your everyday English, helping you learn real language skills for real life situations.

Our comprehensive General English package will help you achieve your aims even faster. It includes 30 face-to-face hours, the opportunity to participate in up to 3 sessions of virtual classroom support with a teacher to help improve your speaking skills and the opportunity to attend up to 8 free social networking events.

British Council Jordan Student Testimonial:

"I have been in the British Council for more than a year now, and I can honestly say that it has been one of the best experiences of my life. From the level of confidence it gave me, to the way it showed me that you can actually learn and have fun at the same time.

" Zakaria Abo Al Shamam

انا أدرس في المجلس الثقافي البريطاني منذ سنة، وأستطيع القول بصدق ان تجربتي هذه من أفضل تجاربي في هذا المجال. لقد عززت دراستي في المجلس الثقافي البريطاني ثقتي بنفسي و أثبتت لي انه من الممكن التعلم عن طريق اللعب و الاستمتاع بالأنشطة الصفية.

زكريا أبو الشامات

Preparation for IELTS

IELTS (International English Language Testing System) is the world's most widely recognised English proficiency test and is accepted by universities worldwide.

And as one of the co-creators of IELTS, no one is better positioned to help you get the grades you need to get you on the next step of your education journey. By attending our 30 hour IELTS Preparation course, you will study strategies for all four parts of the IELTS test and improve your chances of achieving the score you need. Experienced IELTS teachers will help you focus on all the skills, enabling you to succeed in the IELTS exam. These courses are available for students from Intermediate level and above.

British Council Jordan Student Testimonial:

"I would like to share my good experience at the British Council. I have completed seven courses so far and I am still a British Council student! I have had nothing but a good, positive and encouraging experience.

The British Council has provided us, the students, with a very nice location for us to have our classes, the technology is very advanced and has everything we need to successfully learn. The staff and employees are very friendly and know how to treat the students well. The teachers show that they have a lot of knowledge and know how to get information across to students like me.

Overall, I am very grateful for the opportunity to have learned here in the British Council in Jordan. Special thanks to Jill for her help and assistance!

Nedal Fawwaz

أود التحدث عن تجربتي الإيجابية في المجلس الثقافي البريطاني في الأردن. لقد أنهيت دراسة سبع دورات و ما زلت طالبا في المجلس الثقافي البريطاني و لم أجد سوى التشجيع و الإيجابية من كافة العاملين في المجلس الذين يجيدون التعامل مع الطلبة

انه من الواضح أن المعلمين ذوي خبرة و معرفة و قدرة على توضيح المعلومة و ايصالها للطلبة . إن المجلس الثقافي البريطاني يوفر البيئة المناسبة و التكنولوجيا المتقدمة . لضمان تعلم ناجح بشكل عام أنا ممتن و سعيد لكون طالبا في المجلس " و أود تقديم شكر خاص ل"جل لما قدمته لي من عون و مساعدة

نضال فواز



Focus on Speaking Courses

Our Focus on Speaking course combines self-study vocabulary exercises and a focus on natural English pronunciation with intensive speaking practice.

You will engage in a wide variety of communication tasks with other students. These are designed specifically to build your conversation skills and language. The teacher will also provide you with advice on how you can improve the accuracy and fluency of your spoken English.

British Council Testimonial

"I have been at the British Council for almost two years. I started from an Elementary level and in the intensive courses, the teachers have helped me to progress my English language quickly. Now my level is Intermediate 4 and I hope to continue to Upper-Intermediate.

It's the best experience I have ever had in my life. I'm improving not just my English language but my character too. Now I can speak with people in different countries, I can read my favourite stories in English language (like Harry Potter and Shawshank Redemption) and I'm more confident and have more faith in myself.

I love the way teachers use games and fun, and I like the staff. It's for these reasons that I decided to continue studying at the British Council without taking a rest, I always feel happy when I come to my English class!"

Tamer Abu Eitah



**Other
courses
we offer**

In-Company Training

As the world English experts, we will work with you to understand your needs and deliver courses to meet them. We will evaluate the progression of your staff and keep you informed about each individual's strengths and areas to improve on. We will maximise your employees' ability to work in English.

Our in-company courses are taught by highly qualified and experienced teachers and can be delivered at your offices or online.

Skill Development

Being confident in English can give your child an early advantage at school, helping them make the most of the education, qualifications and career opportunities that lie ahead.

Our courses have been specifically designed around the unique way children learn and are taught by experienced teachers who are passionate about the English language and experts in teaching children. Our winter courses focus heavily on developing the four skills: speaking, writing, reading and listening, as well as practising grammar and vocabulary in real-life situations.

We encourage talk, play and mutual interaction in a natural and enjoyable way, in a safe and secure environment, to help your child get the best possible start in life.

At the end of the course, parents are invited to join their children in class to see the final presentation of their progress.

Young Learner Intensive Summer and Winter Holiday Courses

Linking what happens inside the classroom to the world outside!

We believe children learn best when they are interested in what they are learning and having fun. Our science- and project-based lessons will help students to develop key life skills like collaboration and critical thinking, as well as to apply English in a meaningful way and be exposed to high levels of functional language.

At the end of the course, parents are invited to join their children in class to see the final presentation of their progress.

Young Learner Course Testimonial

It's beautiful in your classes and the teacher is so kind. We play a lot of games and learn a lot. We only speak English in class!!

Ghadar, aged 9

Course Mapping to International Exams for Adults

	CEFR levels		British Council in Jordan levels		
			Courses for Adults		
			General English courses	Exam preparation courses	
Common European Framework of Reference (CEFR)	Proficient user	C2	Post Advanced		IELTS exam preparation course
		C1	Advanced	CAE exam preparation course	IELTS exam preparation course
	Independent user	B2	Pre-Advanced	FCE exam preparation course	
			Upper-Intermediate		
		B1	Intermediate		
	Beginner	A2	Pre-Intermediate		
		A1	Elementary		
			Beginner		

Key

FCE = Cambridge English: First

CAE = Cambridge English: Advanced

CPE = Cambridge English: Proficiency


ILEC = Cambridge English: Legal

BEC = Cambridge English: Business certificates

IELTS = International English Language Testing System

= No exam available

Course Mapping to International Exams for Young Learners

<div>  <div> Kids and Teenagers <ul style="list-style-type: none"> Annual Courses Summer Course Exams </div> </div>					
Beginner	Elementary	Pre-intermediate	Intermediate	Upper-Intermediate	Advanced
English for Kids (6 - 11 year olds)					
Beginner – Upper Intermediate					
Summer for Kids (6 - 11 year olds)					
Beginner – Upper Intermediate					
English for Teens (12 - 17 year olds)					
Beginner – Upper Intermediate					
Summer for Teens (12 - 17 year olds)					
Beginner – Upper Intermediate					
	Starters				
		Movers			
			Flyers		

UK Arts and Culture



Student Social Events

Every term, we have a series of free social events for our students. These events give students the chance to practise their English in a relaxed atmosphere, while interacting with members of different classes and levels.

Event times and topics vary each term, and by age group. Popular events for adult students include conversation clubs, drama workshops and study skills workshops. Our Young Learner students are encouraged to be more creative through art competitions and storytelling sessions.

Look out for the posters advertising the events around the Teaching Centre. For more information, go to the Study Support Centre today.



British Council Jordan Student Event Testimonial:

I enjoy coming to the Social Events. There are many different activities to take part in, where you can meet new friends and practise your English. The events have helped me to speak English with more confidence, and to improve my skills, especially speaking. I recommend the Social Events, because the teachers make it easy for all levels to get involved, so that everyone who attends will benefit.

" Waed Hassouneh

Teaching English: developing English language teaching

The British Council has an unrivalled record in supporting governments and other organisations wishing to improve the teaching and learning of English.

We have a wealth of experience in project design and management, and can make available a range of innovative courses and resources, as indicated in this brochure. Our approach is to work closely with our clients, always respecting local contexts and needs. We ensure that projects with clients benefit from our worldwide experience in English language teaching reform and give teachers and managers the chance to be part of a global network.

Areas in which we can offer support include

Teacher training

We provide courses and resources for both pre-service and in-service training. We can work with clients to review training curricula, systems and structures, including school-practice and mentoring, and provide online and printed training materials.

English at primary and secondary levels

We have global experience in supporting the development of English learning at primary and secondary levels and can provide consultancy, training and resources to ensure that the teaching of English enables children and young people to learn English effectively.

Teachers' use of English in the classroom

We have wide experience in helping to improve English teachers' skills, knowledge and confidence in using English in the classroom. Our courses provide a full offer to help teachers at all levels develop their English.

Continuing Professional Development

The British Council's Continuing Professional Development (CPD) Framework provides all teachers of English with a structure for their development and a large range of resources, courses and opportunities to ensure that they develop continually throughout their teaching careers.



Technology in the classroom

We have strong experience in integrating digital learning resources as part of our adult General English product. We offer a number of complementary online speaking lessons each term as part of this product.

"After a year and a half of hard work and perseverance with my British Council courses, I can now communicate much better with my classmates. I would like to thank my teachers and everyone who is responsible for the courses. The online component was really useful and met my needs.

" Ebrahim Al Bardan,





Accessibility and Inclusion

Our First Circle premises are equipped with wheelchair access and an elevator. Please contact us to find out what options are available to you.

OUR PARTNERS

As the world's English experts, we are uniquely positioned to provide any organisation with the English language skills that will help them compete more effectively in today's fast-paced global economy.

Our corporate courses can provide you with highly customised and practical training programmes that meet your exact requirements. Our English learning solutions comprise of three basic elements; face-to-face English courses, comprehensive online learning support and English proficiency testing.

Contact us and join the growing list of clients who have taken their business to the next level



At the beginning of our In-Country and In-Region scholarship programme “New Perspectives for young Jordanians and Syrians” (JOSY) we had to do an English placement test for the many applicants for our programme. When searching for an adequate test many names were mentioned. But we eventually chose the British Council. The British Council was the only organisation that consulted us properly. They had the best organisation when it came to having a placement test for more than 250 students. Also the quality/price ratio was and is very important for the DAAD as a publicly funded German organisation.

Our contact persons at the British Council were always kind, patient and extremely helpful. After that first experience there was no question of looking for other partners.

Golrokh Ansari-Khah, Team leader JOSY – New Perspectives through academic Education and Training for Young Jordanians and Syrians (DAAD)



Teaching centre back office staff



REFUND AND CREDIT POLICY

Payment Policy

1. Application of Refund/ Credit Policy

This policy applies to all teaching centre students whether individually registered or sponsored by an organisation.

2. English Language Courses Policy

2.1 Issuance of credit

2.1.1 Credits will only be issued in cases where the customer can provide evidence of reasonable cause for cancellation before the beginning of a course.

2.1.2 Administration fees will not be deducted if a student opts to take a credit.

2.1.3. Students who pay for a course via instalments are entitled to a credit if their class is closed by the teaching centre.

2.1.4 Credit cannot be given after the commencement of a course except in exceptional circumstances. These will be considered on a case by case basis.

2.2 Validity of Credits

2.2.1 Credits are valid within a six-month period. After this period, the credit will expire.

2.2.2 If a credit is not used within this time, no refund will be issued.

2.2.3 Credits can be transferred between family members.

2.2.4 In the event that a course fee is used for a higher priced course fee or if the course fee has increased, the customer will pay the difference.

2.2.5 In the event that a student transfers to a lower priced course, the student will receive a credit for the difference.

2.3 Issuance of refunds

2.3.1 Individual refunds are only possible prior to the commencement of a course. If you are eligible for a refund, please complete a request form at the Customer Service Desk. The British Council will be unable to issue refunds if a customer does not provide full and correct details.

2.3.2 All refunds will be paid by cheque. An administration fee of 50 JOD will be deducted from the total.

2.3.3 Refunds cannot be given after the commencement of a course except in exceptional cases such as medical reasons. All requests for refunds will be treated on a case by case basis, and at the discretion of the Teaching Centre Manager.

2.3.4 In all cases requests should be submitted in writing with supporting documentation e.g. from doctor or employer, written on headed notepaper.

2.3.5 Approved refunds will be issued on a pro-rata basis according to the number of classes remaining.

2.3.6 An administration fee of 50 JOD will be deducted.

2.3.7 Students who pay for a course via instalments are not eligible for refunds. They are entitled to credit provided they meet the criteria outlined in 2.1.1.

4. Placement test fees

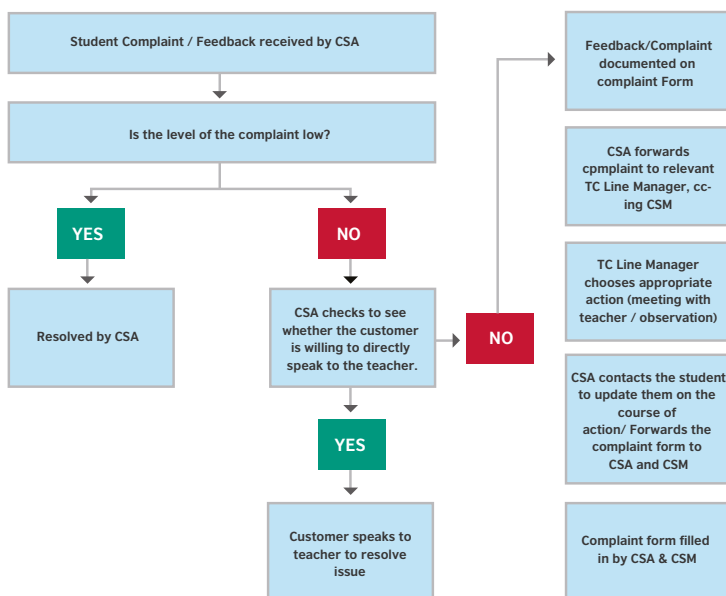
Placement test fees are non-refundable.

Complaints Policy

We endeavour at all times to deliver high quality teaching and customer service. However, if students feel that the course or service has not met their expectations then they are able to provide feedback.

Complaints, Grievances and Suggestions Procedure

Steps



EQUALITY, DIVERSITY AND INCLUSION

At the British Council our work involves developing relationships with people from a wide range of backgrounds and cultures. Working effectively with diversity and promoting equality, as well as inclusion, is therefore essential. Find out more about the work we are doing to eliminate discrimination and promote equality, diversity and inclusion and how we incorporate them into our activities.

CHILD PROTECTION

The British Council believes that all children have potential and that every child matters – everywhere in the world. The British Council affirms the position that all children have the right to be protected from all forms of abuse as set out in article 19, UNCRC 1989.

STUDENT BEHAVIOUR POLICY

At the British Council Teaching Centre Jordan, we want to provide a positive and safe place to learn, where our staff and students feel happy.

This means each person gets equal respect; the same respect for staff, including our security team, our cleaners, our students, our teachers and all visitors to the building.

Any negative behaviour towards another person will not be tolerated by the British Council.

Examples of serious negative behaviour are:

- » Swearing or using abusive language to teachers or other students
- » Refusing to participate in lessons and being rude to the teacher
- » Verbal or physical threatening behaviour toward others
- » Fighting with others or any kind of violence
- » Bullying others

If you behave badly in classes, your teacher will talk to you and give you a verbal warning, and inform the management team for recording purposes.

If your bad behaviour continues, you will be asked to talk to a manager and this will be recorded with your signature.

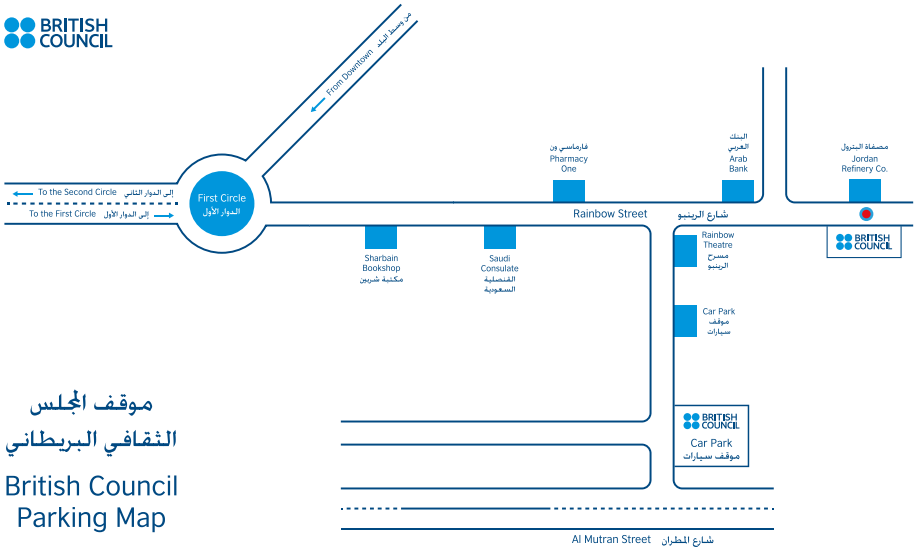
If this behaviour persists, you could be asked to leave the British Council. In the case of Young Learners, we will contact your parents for a meeting.

When you come to the British Council you agree to this behaviour policy and that you will contribute to creating a positive and respectful environment for all.

At the British Council we are committed to working for international understanding and we share the belief that cultural relations is the way in which international understanding happens. We have 5 important values that guide what we do and the way we work - valuing people, integrity, mutuality, creativity and professionalism.

Valuing people:

- » We treat people with courtesy and respect
- » We listen to what people have to say and respond helpfully
- » We give people the opportunity to use and develop their talents
- » We value diversity



BRITISH COUNCIL IN JORDAN

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The British Council is the United Kingdom's international organisation for cultural relations and educational opportunities.