



Welcome to the International Language Institute of Massachusetts!

We would be delighted to have you study English in our Intensive English Program. Since 1984 the International Language Institute has earned a distinguished international reputation for its excellent language and teacher training programs. ILI is a small, unique school with a warm and friendly staff. We make every effort to create a comfortable and relaxed environment that helps students to feel more at home. With 5 colleges within 10 miles of ILI and many opportunities to attend lectures and cultural events, Northampton is the perfect place to study English.

ILI serves students in academic, business and practical English. Classes are small (maximum of 12) and students receive individual attention. We offer Intensive English courses 47 weeks each year with start dates once a month. Business English students can enroll for as little as one week and work individually with a private instructor. In addition, Intensive English Program students have access to effective pronunciation software in our computer lab, trained volunteer community tutors and can live with American hosts who are within walking distance to the school or on a convenient bus route.

After completing our Intensive English Program, graduated students may choose to transition to one of the nearby colleges that offers conditional acceptance to qualified students who complete an ILI Intensive English Certificate.

An evaluation of each student's level of English is performed on the first day of classes. Throughout the program you and your instructor evaluate your progress. At the end of the program you will receive recommendations for future study. All students who attend 90% of the program will receive a certificate of completion.

A typical day in the Intensive English Program:

9:00 -10:45	Communicative Grammar
10:45 - 11:00	Break
11:00 - 12:00	Speaking and Listening, Focus on Pronunciation
12:00 - 1:00	Lunch
1:00 - 2:30	Writing and Vocabulary Building
2:30 - 5:30 (optional)	Access to multimedia computer lab with free Wi-Fi, free English classes with teachers in training, private tutorials for an additional fee

If you have any questions, you can reach me by phone at (413) 586-7569 ext. 117, e-mail: macey@ili.edu or fax (413) 586-8927. I look forward to working with you.

Sincerely,

Macey Faiella
IEP Admissions Coordinator



2011 Intensive English Program Dates & Holidays



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2011 Program Dates	Length of Program & Tuition	Holidays (No classes)
January 3 - 28	4 weeks \$1,300	Jan. 17, Martin Luther King Day
January 31 - February 25	4 weeks \$1,300	Feb. 21, Washington's Birthday
February 28 - March 25	4 weeks \$1,300	
April 4 - 29	4 weeks \$1,300	April 18, Patriot's Day
May 2 - 27	4 weeks \$1,300	
May 31 - June 24	4 weeks \$1,300	May 30, Memorial Day
July 5 - 29	4 weeks \$1,300	July 4, Independence Day
August 1 - 26	4 weeks \$1,300	
September 6 - 30	4 weeks \$1,300	Sept. 5, Labor Day
October 3 - 28	4 weeks \$1,300	Oct. 10, Indigenous Peoples' Day
October 31 - December 16	7 weeks \$2,275	Nov. 11, Veteran's Day and Nov. 24 - 25, Thanksgiving Holiday

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Student Visa Information	
You must include the following with your application form:	
Proof of Financial Support	<ul style="list-style-type: none"> • a letter or statement from your bank or your sponsor's bank showing at least \$5,250 available to cover the cost of your tuition, fees and living expenses during your stay (actual cost may be more or less depending on the number of weeks you plan to study). • if you have a sponsor, please include: a notarized letter from your sponsor saying they agree to cover your expenses during your stay in the U.S. in addition to the bank letter.
SEVIS Fee: \$200	F-1 students must pay a SEVIS fee before going to the U.S Embassy or Consulate for their visa interview. ILI offers the service of paying the SEVIS Fee. You must include the \$200 SEVIS fee with your deposit. If you would prefer to pay the SEVIS fee yourself, visit www.FMJfee.com . You can pay the fee by credit card using the on-line form I-901.
Additional Information	Each U.S Embassy is responsible for issuing visas. Please visit http://usembassy.state.gov and click on your country. Information can be found at the EducationUSA centers by visiting their website at http://educationusa.state.gov . Advisors at EducationUSA centers provide support for students in their home countries.

2011 Intensive English Program Fees

Schedule of Fees	
Tuition	\$325 per week for 21 hours of instruction
Registration Fee	\$200 (non-refundable)
Tuition Deposit	\$200
SEVIS Fee (for I-20 students only)	\$200 (non-refundable)
English for Special Purposes	Three options for private individualized focused English study. See page 5 for tuition costs.
Home-stay (optional)	Our home-stays have been carefully selected so students have a positive experience. Many families have a dog or cat as a pet. If you have allergies to or do not like animals, please indicate that on your application so we can arrange for a home-stay without pets. We cannot guarantee housing with fewer than six weeks notice or for people who smoke. <u>Home-stay Placement Fee:</u> \$100 (non-refundable) Placement and follow-up. <u>Home-stay Costs:</u> \$175/week (includes meals) or \$125/week (without meals)
Express Mail Fee (optional)	\$75 (non-refundable) Optional rush mail fee for I-20s and other forms
Wire Transfer Fee (optional)	\$45 (non-refundable)
Airport Transportation (optional)	\$60 each way to and from Bradley Int'l. Airport, Hartford, CT \$230 each way to and from Logan Int'l. Airport, Boston, MA
Health Insurance	Health insurance is mandatory. Students may purchase insurance through ILI. The average cost is \$55 per month. Please indicate which plan you choose (see page 7) and the premium will be added to your final invoice. Fees may be waived if you have a policy that will cover you while in the U.S. You must bring a copy of your policy with you.
Materials Fee	\$150 (to be paid on the first day of class)
Activities	Optional day, weekend and evening activities are offered for an additional fee.
A typical one month program would cost: ~ \$2,505 (includes initial fees, tuition, housing without meals & insurance). Additional months (4 weeks), add: ~ \$1,855 per month (includes tuition, housing without meals & insurance)	

Samples of Seasonal Activities

<i>Winter</i>	Ski/snow boarding, ice-skating and sledding	<i>Examples of other activities:</i> Excursions to NYC and Boston Art Walk, Live Music Shows Theater, Outdoor Sports Smith College Museum of Art Trips to Area Museums and Exhibits, Summer Fairs Monthly Activity Calendar Provided
<i>Spring</i>	Maple sugaring, biking on extensive bike trails, hiking	
<i>Summer</i>	Outdoor music and art festivals, Barbeques, white water rafting, local farmer's markets	
<i>Autumn</i>	Apple picking, explore a corn maze, tour the colorful autumn trees	
<i>Local Links</i>	Northampton, MA http://www.northamptonma.gov/ Valley Visitor http://www.valleyvisitor.com/index.html Five College Calendar http://calendar.fivecolleges.edu/FiveCol/calendrome.cgi	

Intensive English Program Application



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PERSONAL INFORMATION

FAMILY NAME _____ FIRST NAME _____
STREET ADDRESS _____ CITY _____
POSTAL CODE _____ COUNTRY _____

ATTACH
PHOTOGRAPH
HERE

TELEPHONE _____ FAX _____ E-MAIL _____
DATE OF BIRTH (Month/Day/Year) _____ CITY OF BIRTH _____ MALE FEMALE

COUNTRY - BIRTH _____ CITIZENSHIP _____ NATIVE LANGUAGE _____
U.S. CONTACT _____ TELEPHONE _____ E-MAIL _____

U.S. CONTACT ADDRESS _____

HOW I HEARD ABOUT ILI: Friend Agency Website Other

STARTING DATES

I wish to study for _____ months. I plan to start my classes on _____ / _____ / _____ I plan to finish my classes on _____ / _____ / _____
MONTH DAY YEAR MONTH DAY YEAR

My level of English is: Beginner Intermediate Advanced

WRITING SAMPLE

On a separate sheet of paper, please write a short paragraph about yourself in English. What do you do? Why do you want to come to the U.S.? What will you do in the future? If you can use the past tense, describe something from your past. (The total writing sample should be between 75 and 100 words.)

If you are choosing a home-stay option, your host will receive a copy of your writing sample.

Please include as much information about yourself as possible.

FORM I-20 REQUEST

NO, I do not need a Form I-20 I am a transfer student
 YES, I will apply for a student visa and request a Form I-20. If **YES**, you must submit the following in order for us to send a Form I-20

1. Completed and signed Application form including payment of all fees. Please include the \$200 SEVIS fee.
2. Proof of financial support can be any of the following:
 - a. A letter or statement from your bank showing at least \$5,250 available to cover your expenses, tuition and fees
 - b. A notarized letter of support from the student's sponsor (see sample letter included) along with the sponsor's bank statement or bank letter showing at least \$5,250

3. Copy of student's passport that includes name and date of birth

- Please send my Form I-20 by Express Mail for an additional fee of **\$75**
 Please send my Form I-20 by regular mail for no additional cost.

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HOME-STAY REQUEST

- NO**, I do not wish to have ILI arrange a home-stay for me.
 YES, please arrange a home-stay for me during my studies at ILI.

A non-refundable home-stay search fee of \$100 must be included with your application.

Please arrange my home-stay for _____ months. Arrival Date: _____/_____/_____
MONTH DAY YEAR Departure Date: _____/_____/_____
MONTH DAY YEAR

If you choose a Home-stay, please answer the following:

- I prefer a home-stay with meals included (\$175/week)
 I prefer a home-stay without meals (\$125/week)
- I smoke. YES NO (ILI cannot guarantee accommodations with fewer than six weeks notice or for people who smoke).
I am allergic to: _____
- I can live in a home with: CAT DOG NO PETS (Many families have a cat and/or a dog as a pet)
- I can live in a home with young children. YES NO
- I can ride a bike. YES NO I will have a car. YES NO
- Food restrictions/Special requests: _____

AIRPORT PICK-UP

- Please arrange for a car to meet me at the airport and take me to my home-stay.
 Bradley Int'l., Hartford, CT (\$60) (Closest airport to ILI)
 Logan Int'l., Boston, MA (\$230+) Fee must be included with your application.

You must provide ILI with your **full flight itinerary** at least **two weeks prior** to your arrival.

INSURANCE

- YES**, I will purchase medical insurance through ILI (see insurance information sheet, please circle which plan you choose)
Plan A Plan B
 NO, I have my own medical insurance and will provide ILI with proof of insurance upon arrival

PRIVATE TUTORIAL OPTIONS

For an additional cost, students can sign up for private tutorials with an experienced and skilled professional. These private classes are designed to provide individual instruction for specific goals.

- Option 1: Morning and Afternoon group Intensive English classes plus 4 hours of afternoon private instruction per week
Cost: \$585 per week
- Option 2: Morning group Intensive English Program plus 6 hours of afternoon private instruction per week
Cost: \$665 per week
- Option 3: Full-day Private tutorials - 20 hours of private instruction each week
Cost: \$1100 per week

I wish to study with Option 1 2 3 for _____ weeks.
(circle one) (# of weeks)

Areas of focus include:

- Business English; specialized vocabulary and presentation skills
- Academic preparation
- Error correction, pronunciation and accent reduction
- Increasing fluency and accuracy in English

Prices for private tutorials:

- 1 to 9 hours : \$65.00 per hour
- 10 to 19 hours: \$60.00 per hour
- 20 hours and more: \$55.00 per hour

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FEES WORKSHEET

FEES TO BE SENT WITH APPLICATION			FEES TO BE PAID ON THE FIRST DAY OF CLASSES		
Form I-20 (SEVIS fee)	\$200		Tuition	\$325 x _____ = (# of weeks)	
Express Mail fee	\$75		English for Special Purposes		
Registration fee	\$200	\$200	Option #1	\$1100 x _____ =	
Tuition Deposit	\$200	\$200	Option #2	\$665 x _____ =	
Home-stay Placement fee	\$100		Option #3 (see page 5)	\$585 x _____ = (# of weeks)	
Airport Transportation: Hartford, CT	\$60		Home-stay with meals	\$175 x _____ =	
Boston, MA	\$230		With kitchen access	\$125 x _____ = (# of weeks)	
Wire Transfer fee	\$20		Medical Insurance (see information, page 7)	\$ _____ x _____ = (amount) (# of months)	
Total (to be sent with application)			Materials fee	\$150	\$150
			Less \$200 tuition deposit sent with application.		-\$200
			Total (to be paid on first day)		

METHOD OF PAYMENT

I am sending a deposit of \$ _____ along with my documents and application.

CHECK or MONEY ORDER for: \$ _____

CREDIT CARD Number: _____ Expiration Date: _____ / _____
MONTH YEAR

3 digit security code: _____ I authorize ILLI to charge my credit card in the amount of US \$ _____

Name of card holder

Signature of card holder

By signing this document below I confirm that I understand all the information in this application, including fees and refund policy.

Student's Signature

ARE YOU READY?

ALL STUDENTS have you included...

- your \$200 non-refundable registration fee?
- your \$200 tuition deposit?
- your completed application?
- your writing sample?

TRANSFER STUDENTS have you included...

- your transfer form completed by your previous school?
- your passport copy?
- your bank statement or letter of support?

I-20 STUDENTS have you included...

- a copy of your passport?
- the \$200 SEVIS fee?
- your bank statement or letter of support?
- your \$75 express mail fee(if requested)?

FOR HOME-STAYS have you included...

- your \$100 Home-stay search fee?
- your completed Home-stay request form?



2010 PREMIUM RATES

Health insurance is mandatory. Fees may be waived if you have a policy that will cover you while in the U.S. You must bring a copy of your policy with you.

Adult Rates: Age:	PLAN A: 100,000 <i>Medical Benefit</i>		PLAN B: 500,000 <i>Medical Benefit</i>	
	15 Days only ⁽¹⁾	Monthly	15 Days only ⁽¹⁾	Monthly
18-29	\$30	\$49	\$40	\$66
30-39	\$38	\$64	\$53	\$88
40-49	\$55	\$92	\$77	\$128
50-59	\$75	\$126	\$100	\$168
60-69	\$93	\$155	\$124	\$206
70-79	\$108	\$185	N/A	N/A
80 and over ⁽²⁾	\$165	\$275	N/A	N/A
CHILD RATES:				
Each Dependent Child	\$16	\$26	\$20	\$34
Each Child Alone ⁽³⁾	\$25	\$42	\$40	\$60
\$100,00 Additional AD&D (optional)	\$9	\$14	\$9	\$14

⁽¹⁾ Minimum period of coverage is 15 days, maximum is 18 months.

For any term of coverage for more than 15 days, full Monthly rates apply. The 15-day term cannot be combined with full month term on the same Application form.

⁽²⁾ Medical Benefit Amount for ages 80^a and over is \$10,000.

⁽³⁾ Use these rates for child(ren) who are insured independently and are not included with parent(s) on this Application.

⁽⁴⁾ Available only to persons age 18 or older.

HOW THE MEDICAL EXPENSE BENEFIT WORKS

If you are injured or become ill during your stay and require medical attention—such as treatment from physicians, hospitalization and medication—the costs of services are your responsibility. Gateway USA can help protect you against the unexpected medical costs for covered medical services during a **period of coverage** (the number of months for which you request and pay for insurance), the Gateway USA plan works like this:

You are responsible for the first \$150 of **covered medical expenses** (called the **deductible**). For the next \$5,000 of covered medical expenses, the Plan pays 80% of the cost; you are responsible for the other 20% (called the co-insurance). After your deductible and co-insurance are met (\$150 + \$1,000), the Plan pays 100% of the remaining covered medical expenses up to the **medical expense maximum** you choose—\$50,000 for Plan A or \$100,000 for Plan B—or the **maximum benefit period**, whichever occurs first.

A listing of medical expenses that are covered under the Plan, and those that are not covered, as well as the maximum benefit period are described in the Description of Benefits section in this brochure. Here are other positive features of the Plan...

- * The deductible and co-insurance are applied only once during each period of coverage.
- * The medical expense maximum is applied to covered expenses for each separate, distinct and unrelated condition.

Cancellation and Refund Policy

1. If you withdraw prior to the start of class, we will send you a full refund (if tuition was paid in full) and all refundable fees (tuition deposit and airport transportation). See page 5 of this application for a list of non-refundable fees. Your refund will be processed within 30 days of your cancellation date.
2. In case of visa denial, you must notify us to receive a full refund of your tuition or tuition deposit. We must receive a denial letter from the American Embassy within 25 days from the visa denial notification date to issue the refund (refund will be issued within 30 days of notification.)
3. If you postpone your course, you must notify us *at least two weeks in advance of the starting date*. If you cancel your course after you have postponed it, you will be charged a \$200 registration cancellation fee. A new application with full payments must be completed if you need to postpone for more than three months. If visa is denied after postponement, tuition deposit will be refunded in full, provided visa denial procedures (stated above in #2) are followed.
4. There is no compensation made for instruction lost because of holidays, emergencies, bad weather occurring during the session. In case of instructor illness, we make every effort to provide a substitute or make up classes.
5. If you withdraw at anytime within the first four weeks, ILI will retain the charges applicable to the first four weeks. If you withdraw after the first four weeks but before or at the mid-point of a consecutive program, ILI will retain a prorated amount of tuition. If you withdraw after the mid-point of your program, ILI will retain all of the charges for that program. Prorated funds will be calculated on a weekly basis. Refunds will be issued within 30 days of notification.
6. No refunds will be made if you are asked to leave the program due to violations of ILI's disciplinary and/or attendance policies or local, state or federal law.
7. If you are part of the home-stay program and withdraw before the end of the program, ILI will retain 2 additional weeks of housing and refund any remaining balance.

ILI prohibits discrimination on the basis of race, color, creed, gender, gender identity, age, marital status, national origin, mental or physical handicap, political belief or affiliation, membership or non-membership in any organization, or veteran status in any aspect of the administration or treatment of students or in employment. ILI is committed to ensure that all of its services are accessible to qualified persons with disabilities in accordance with the Americans with Disabilities Act.

ILI is accredited by the Accrediting Council for Continuing Education and Training and the International Association of Language Centres and a member of the American Association on Intensive English Programs

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Proof of Financial Support Sample Document

(SPONSOR'S NAME AND ADDRESS)

Date:

Macey Faiella
IEP Admissions Coordinator
International Language Institute of Massachusetts
17-25 New South Street
Northampton, MA 01060

Dear Ms. Faiella:

(Sponsor's name), would like to sponsor *(student's name)*, for study in The International Language Institute's Intensive English Program from *(beginning date)* to *(ending date)*. I/We agree to cover the cost of his/her tuition, fees and living expenses during his/her stay with the International Language Institute.

If you have questions or need more information, please contact *(name of person to contact)* at *(phone numbers)* or *(email address of sponsors)*.

Sincerely,

(name and signature of sponsor)

(name and signature of notary public with seal)

A letter from your bank stating that there are sufficient funds to cover the student's expenses while studying at ILL must be included with the application.