



# 2017/18

**ELICOS**  
ENGLISH LANGUAGE COURSES

## JACKY LEUNG WAI YIP, HONG KONG

### ELICOS

ELICOS student, Jacky Leung Wai Yip, says there were many surprises about studying in Australia.

“The thing I was most surprised about when I arrived in Australia was the fresh air. My first breath outside at the airport, the air outside was so fresh. The suburb of Box Hill is also really nice because there are lots of trees and suburban surrounds. I like that the streets feel spacious and not cramped. I also like the surroundings outside the classroom and the relaxed atmosphere within.” said Jacky.

“The teaching style is also very relaxed, so I find myself enjoying the classes. The teachers are easy to relate to and my classmates are nice. The way of teaching is so easy to understand and he makes the classes fun with lots of activities, so I never feel sleepy in class! I don't just learn about Australian culture, but because my classmates are from all over the world we talk about different cultures which is really interesting.”

“The other thing that surprised me about living here is the variety of activities that are available. There are lots of beaches and lots of space. It is the perfect place to live and study.”

When Jacky finishes his current ELICOS course he is hoping to stay in Australia to continue his further studies.

“

The teaching style is also very relaxed, so I find myself enjoying the classes.

”



# ENGLISH LANGUAGE INTENSIVE COURSES FOR OVERSEAS STUDENTS (ELICOS)

**CRICOS code:**  
092294G (Academic purpose)  
092296F (General English)

**Duration**  
10 weeks

## Intake dates for 2017\*

	Start date	End date
Term 1	25 January 2 March	3 March 7 April
Term 2	20 April 25 May	26 May 30 June
Term 3	13 July 17 August	18 August 22 September
Term 4	5 October 9 November	10 November 15 December

## Intake dates for 2018\*

	Start date	End date
Term 1	18 January 22 February	23 February 29 March
Term 2	12 April 17 May	18 May 22 June
Term 3	5 July 9 August	10 August 14 September
Term 4	27 September 1 November	2 November 7 December

\* There may be minor changes to class times.

## Location

Box Hill Campus (Whitehorse)

## Class times

Students attend classes  
5 days per week for 5 weeks:

- 8:45am – 1:15pm

## Class size

Average class size is 16, maximum 18.

## Academic requirements

Applicants for all ELICOS courses must be a minimum of 18 years of age before course commencement.

## Cost

\$AUD300 per week

## Additional fees

Service and amenities fee \$AUD145 per calendar year (fee indexed yearly)

In this course you will develop your English language skills by listening, speaking, reading and writing in English.

Only English is spoken in the classroom. Language skills are developed using communicative and integrated techniques. Specific skills such as grammar and vocabulary are contextualised, and lead to authentic language practice.

Teaching materials have been specially prepared for the English language classroom, and wherever possible you will use authentic materials: English language textbooks, CDs, computer software, newspapers, and videos.

## English Language Requirement

Box Hill Institute offers 6 levels of English language study - 3 levels of General English and 3 levels of English for Academic Purposes. On completion of their ELICOS studies, all students receive a statement of attendance. In addition students who successfully complete their ELICOS course receive a certificate of completion.

### ELICOS - General English (Beginner)

Upon successful completion, your language skill is assessed as Beginner entry - level by Box Hill Institute.

### ELICOS - General English (Elementary)

Upon successful completion, your language skills is assessed as IELTS overall band score of 4.0 (Academic)

### ELICOS - General English (Pre - Intermediate)

Upon successful completion, your language skills is assessed as IELTS overall band score of 4.5 (Academic)

### ELICOS - for Academic Purposes (Intermediate)

Upon successful completion, your language skills is assessed as IELTS overall band score of 5.0 (Academic)

### ELICOS - for Academic Purposes (Upper Intermediate)

Upon successful completion, your language skills is assessed as IELTS overall band score of 5.5 (Academic)

### ELICOS - for Academic Purposes (Advanced)

Upon successful completion, your language skills is assessed as IELTS overall band score of 6.0-6.5 (Academic)

## Special Admission Requirements

None

## Employment opportunities

It allows you to upgrade your English language skills for further studies at vocational training institutes and universities, business purposes or personal development.

## Further study options

Inbound International students wishing to enter Box Hill Institute courses at both Certificate and Diploma level need to study at either upper-intermediate or advanced level and be assessed as meeting the English language requirements for vocational study.

## Campus location

ELICOS students have access to all Institute student facilities including:

- > libraries
- > computer laboratories and internet
- > English language support services.

The Institute has successfully delivered ELICOS at its Box Hill campus, which is NEAS accredited, for over 20 years.

The ELICOS Centre at Box Hill is located at Whitehorse Campus, Building 1, Second Floor, 1000 Whitehorse Road, Box Hill, Melbourne, Victoria.

**Note: International** All fees shown are in Australian dollars and do not include living or accommodation expenses. All fees quoted are the 2017 calendar year indicative fees and are correct at the time of print. In subsequent calendar years, fees may be subject to a small increase in line with annual Institute fee pricing reviews. Some Box Hill Institute courses will be undertaken across two or more campus locations.

For further clarification please seek advice from the Institute. CRICOS Provider Number: 02411J (Box Hill Institute). [boxhill.edu.au/internationalstudents](http://boxhill.edu.au/internationalstudents) | [international@boxhill.edu.au](mailto:international@boxhill.edu.au) | +61 3 9286 9425

## ELICOS PATHWAY TO BOX HILL INSTITUTE CERTIFICATE AND DIPLOMA COURSES

Students wishing to enter Box Hill Institute courses at Certificate, Diploma and Degree level need to study at either upper intermediate or advanced level, and be assessed as meeting the English language requirements for further study.

## CURRICULUM

ELICOS students develop their English language skills in listening, speaking, reading and writing.

Students practise English in a wide variety of social and personal contexts to develop their English language skills. 'New Headway', 'Cutting Edge', 'Just Right' and 'Speakout' are used during the course.

Students in Upper-Intermediate and Advanced courses develop their English language skills in preparation for tertiary studies at Australian Vocational Education and Training Institutes and universities.

## METHODOLOGY

The ELICOS Centre uses teaching methods which are a combination of teacher-directed and student-centred learning.

Language skills are developed using communicative and integrated techniques. Specific skills such as grammar and vocabulary are contextualised, and lead to authentic language practice.

Classes use teaching materials which are as authentic as possible and have been specially prepared for the English language classroom.

## 'ENGLISH ONLY' RULE

The teachers positively encourage all students to use English only in the classroom. This ensures that all students maximise their opportunity to learn and practise their English skills.

## STAFF

The teachers are all highly qualified and experienced in Teaching English to Speakers of Other Languages (TESOL).

The teachers actively engage students in a range of activities which reflect real life practical situations.

They also have specialist knowledge and skills in preparing students for IELTS and other tests.

### SAMPLE ELICOS WEEKLY TIMETABLE

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
8:45am	Speaking Grammar Production CALL (Computer Assisted Language Learning)	Listening Speaking Vocabulary	Current affairs Video news Discussion and writing activities	Reading and writing for everyday purposes	Reading Vocabulary Grammar
10:45am	BREAK				
11:00am	Writing for academic purposes	Reading for academic purposes	Speaking Oral presentation skills	Listening for academic purposes	Speaking and Listening Conversation skills
1:15pm					

## ENTRY ASSESSMENT

At the start of the course, students are assessed by completing the Box Hill Institute Entry Placement Test as well as being interviewed. Following this, they are then placed in the appropriate class level.

Other English language proficiency tests such as IELTS and TOEFL are taken into consideration when placing students. The Box Hill Institute Offshore Pre-Entry Test is only used as a guide to determine class placement.

## COURSE ASSESSMENT METHODS

Teachers are responsible for assessing students progress. Assessment methods (in listening, reading, writing and speaking skills) take a variety of forms including:

- > in-class activities
- > homework tasks
- > participation in class work and activities
- > formal and informal class tests
- > interview with a staff member
- > pair and group work
- > research assignments
- > Computer Assisted Language Learning (CALL) tasks
- > level of participation in class work and class activities
- > end of course tests.

## IMPORTANT INFORMATION FOR STUDENTS STUDYING ON A STUDENT VISA

It is a condition of enrolment that student visa-holders maintain 80% class attendance and make satisfactory academic progress in ELICOS.

- > Satisfactory academic progress includes:
  - > participating in class activities
  - > demonstrating the development of their English language and study skills
  - > being competent in a minimum of 50% of the assessments.

Where a student has been accepted into a Certificate, Diploma or Degree course subject to reaching a required level of English language proficiency and the student does not reach that level of proficiency, the student will be asked to continue ELICOS classes for a further

prescribed period. Where the student does not agree to further ELICOS study, he/she will not be accepted for entry to Certificate or Diploma level courses.

## STUDENTS WITH WORKING HOLIDAY OR TOURIST VISAS

Students with Working Holiday or Tourist visas who wish to develop their English language skills are welcome. Students can study full or part-time and are able to begin at anytime during the course.

## CUSTOMISED STUDY TOUR PROGRAM

A full range of study tours is offered and each one is customised to the particular needs and requirements of the group. In addition to English classes, students have the opportunity to participate in cultural and outdoor activities.

GUIDE TO IMPROVING ENGLISH LANGUAGE			
IELTS	To reach 5.5 equivalent	To reach 6.0 equivalent	To reach 6.5 equivalent
5.5		10 weeks	20 weeks
5.0	10 weeks	20 weeks	30 weeks
4.5	20 weeks	30 weeks	40 weeks
4.0	30 weeks	40 weeks	50 weeks

# INTERNATIONAL STUDENT SUPPORT SERVICES

Box Hill Institute provides a wide range of student services and support to students to help you make the most of your studies and campus life.

## BOX HILL INSTITUTE IS A STUDENT FRIENDLY INSTITUTE

The Institute provides a wide range of services to support international students through Box Hill International which is located:

- > Ground Floor, Building 9, Box Hill Campus (Elgar)

Box Hill Institute's support services and facilities help you succeed in your educational, career and personal development goals, and to enjoy your learning experiences.

These services include:

- > information about courses
- > application and enrolment procedures
- > visa requirements (including renewals)
- > overseas student health cover
- > free airport pick-up services
- > free accommodation placement service
- > study support
- > further study opportunities
- > recreational activities.

The Box Hill area has a well-integrated multicultural community and a full range of community services, including a market within a shopping precinct.

## STUDENT ADMINISTRATION

The Student Administration Centre (Elgar) provides you with information and assistance in your time with us, including enrolments, exemptions, ID cards, public transport concessions, refunds, results (including replacement copies), certificates and student records. The CAE Customer Service Hub provides information and assistance for you at our City campus.

## STUDENT ACTIVITIES

Student Life helps you to enjoy student life through activities and communications to help you to meet other students, find out more about help available, gain skills, contribute to your campus community (maybe adding to your CV or course credits) and have fun. The Student Activities and Media team post up-to-date news of events happening and student life on StudentWeb, social media and noticeboards across the campuses.

## LIBRARY

The library opening hours vary throughout the year. Please check our StudentWeb pages for the latest information.

- > Elgar Campus Library  
Building E3, Level 2,  
465 Elgar Road, Box Hill
- > Whitehorse Campus Library  
Building 1, Ground Floor,  
1000 Whitehorse Road, Box Hill
- > Melbourne City Campus CAE Library  
21 Degraeves Street  
Room A101, Building A, First Floor  
Melbourne

## Free Wi-Fi

Students have access to free Wi-Fi on all campuses.



## ONLINE STUDENT DIARY AND APP

The Online Student Diary is accessed through the StudentWeb homepage or the Student Diary App. This diary is more than a calendar of dates; it helps you get organised, shows you how to use the supports and services available; and includes valuable information for those at Box Hill Institute for the first time.

## SUPPORT FOR STUDENTS WITH DISABILITIES

Box Hill Institute and CAE helps students with a disability to fulfil their potential. Students with a disability are strongly encouraged to make early contact and consult confidentially with our Disability Liaison Service to discuss their needs and, if required, develop an Individual Learning Support Plan. Please bring documentation of your disability or medical condition.

## EDUCATIONAL AND PERSONAL COUNSELLING

Counsellors at Box Hill Institute and CAE provide a free and confidential service to assist you with a range of issues, including coping with stress, relating to others, time management and study skills. In addition to face-to-face counselling, counsellors also provide an E-Counselling which allows you to confidentially consult a counsellor through email any time of day or weekend from any online computer via StudentWeb.

## CAREERS COUNSELLING

Careers counselling services are offered at both the Box Hill and CAE campuses. You can clarify your interests, plan a next step and gain a better understanding of education and training options.

## STUDY SUPPORT

The Institute understands the specific needs of International students and offers extra academic assistance.

Academic support is offered through:

- > one to one sessions where students can obtain assistance with English language and guidance on how to complete and/or improve their assignment work
- > group programs and workshops for students to improve their academic learning skills, everyday conversation techniques, their study skills, language and employability skills
- > specialist language and study programs are also developed for specific groups of International students in collaboration with teachers
- > language assessments and self study language programmes that are developed under the guidance of the learning and language advisor to target areas in need of improvement.

Study support also includes mathematics & technology support, online and face-to-face across all campuses, for all courses.

## FREE AIRPORT TRANSFER SERVICE

For new students, if required, you will be met and welcomed when you arrive in Melbourne and transported to your initial accommodation.

You must notify Box Hill International at least 7 days before your flight arrives. Cancellations must be made 7 days or more before your arrival date to avoid extra fees. Please note: If you request this service but do not use the service you will be charged AUD\$115 if you do not cancel the service within 7 days or more.

## ORIENTATION PROGRAM

Box Hill Institute offers a comprehensive orientation program for new international students and attendance is compulsory. Students are provided with important information to help them make a successful transition to living and studying in Melbourne. Information and activities include:

- > orientation to the local environment and use of public transport
- > accommodation assistance
- > health insurance and medical services
- > personal safety at home and in public places such as the beach
- > campus familiarisation
- > Institute expectations
- > support services available on all campuses
- > useful skills for academic success and employment
- > compliance with student visa requirements.

## LOCATE A REPRESENTATIVE IN YOUR COUNTRY

You may locate a representative in your country by visiting this link on the website: [www.boxhill.edu.au/International/International-Agents/](http://www.boxhill.edu.au/International/International-Agents/)

### IN CASE OF EMERGENCY:

Box Hill International students can contact Box Hill International 24 hour support line  
**0412 042 098**



## BOX HILL INTERNATIONAL

### BOX HILL INSTITUTE

465 Elgar Road, Box Hill, Victoria

### BOX HILL CAMPUSES

#### Elgar Campus

465 Elgar Road, Box Hill

#### Nelson Campus

853 Whitehorse Road, Box Hill

#### Whitehorse Campus

1000 Whitehorse Road, Box Hill

### CITY CAMPUS

Centre for Adult Education (CAE)

253 Flinders Lane, Melbourne

### LILYDALE CAMPUS

Lilydale Lakeside Campus

Jarlo Drive, Lilydale

### Connect with us



Tel +61 3 9286 9425

Fax +61 3 9286 9438

Enquiries [international@boxhill.edu.au](mailto:international@boxhill.edu.au)

Applications [int-applications@boxhill.edu.au](mailto:int-applications@boxhill.edu.au)

[boxhill.edu.au/international](http://boxhill.edu.au/international)

BHI - RTO: 4687 CRICOS: 02411J  
CAE - RTO: 3737

M0877 04/17 Version 1



The information contained in this publication is correct at time of print (April 2017). Box Hill Institute reserves the right to alter, amend or delete details of course offerings and other information published here.

ISSN: 1442-228X

© Box Hill Institute