

Spanish lessons via Skype by Instituto Andalusí de Español

We would like to introduce a new initiative to you, which we offer since 2016 to motivate yourself and support your studies: **Spanish lessons via Skype**.

These lessons give you the opportunity to improve or maintain your level of Spanish even after you have returned to your residence country. That way you will be able to take part in classes from your home.

All you need to take part in the course is a Skype account, a microphone and a webcam (optional). Our Spanish course via Skype offers you the opportunity of individual classes with teachers you are already familiar with if you have been with us before or will get to know during your future lessons.

What are we offering to you via Skype?

- 50 minutes of individual lessons
- Native teachers from Spain
- Personalized attention
- A program, adapted to your needs
- Convenience of learning from your home or office
- Flexible hours that will be adjusted to your needs
Classes are available from Monday to Friday, from 8.30 a.m. until 17.00 p.m.
- Course and extra materials for self-study

What kind of courses are on offer via Skype by Instituto Andalusí and to whom are they suitable for?

The Spanish courses via Skype are individual lessons, in the form of correspondence courses that are suitable for everyone that wish to improve their knowledge of Spanish from their residence. These courses will be delivered by our native professors, who are specialized in teaching Spanish to foreigners and will be operated from Málaga, where our language school is located. Our teachers are an ideal option to help you solve individual problems in any situation (for example a business trip or a personal interview) as well as prepare you for a Spanish exam (for example DELE). With the help of our courses you can prepare easily, directly and first of all fast for the upcoming situation.

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Our courses and their details are as follows:

There are different types of courses and every student can subscribe for as many courses as wanted or needed (it's possible to combine several courses with each other):

- Grammar lessons
- Conversation
- Preparation courses for the Spanish Exam DELE (Instituto Cervantes)
- Special courses: Business Spanish, teacher courses for not natives (ELE)

How are the lessons organized?

The aim of our lessons is that every student feels comfortable using Spanish in different situations. For that reason, we adapt our classes to the needs and requirements of every student individually.

To enable our students to speak fluently, we help them to expand their vocabulary and speech comprehension as well as their pronunciation through conversations and exercises. Therefore, our classes are exclusively held in Spanish, so that the participants have the opportunity to improve their linguistic intuition and listening comprehension.

In case the attendee does not understand vocabulary or new grammatical structures, these difficulties can be solved with the help of the Skype-Chat. Moreover, our teachers have Webcams and blackboards to explain unknown vocabulary or new grammar.

Homework

Homework is assigned after every lesson to give the students the chance to recapitulate, practice and strengthen the content of the lessons.

Classes and teaching material

The classes are organized via Skype and therefore, it is necessary that you have got access to Skype.

After the registration for the course, the participant and the professor schedule the hours for the course. Every lesson comprises 50 minutes and it is recommended to do at least one unit every week.

The teaching material is, like the content of the classes, adapted to the language level the student has. Usually, students can purchase the course materials at their residence. If special teaching material is needed which cannot be bought at the place of domicile, we offer the possibility to send our students the material via post or by e-mail. Regarding this option, one has to consider that the course materials (homework, extra exercises, explications) are not included in the price of the course and have to be bought for an additional charge of 20 €.

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Requirements of students

As already mentioned, the course level will be adapted to every student. To determine the level of knowledge we carry out an online test as well as a preliminary talk before the start of the lessons. Regarding the language skills, we strongly recommend our participants a minimum language level of A2, so that the students can benefit the best possible way from the lessons.

Prices:

Number of Lessons	Prices
1 lesson(at 50 minutes)	30 €
5 lessons	145 € (29 € per lesson)
10 lessons	260 € (26 € per lesson)
20 lessons	460 € (23 € per lesson)
30 lessons	630 € (21 € per lesson)

The price of the course materials, which we provide for our students is not included in the price of the course and costs 25 €.

In case we have to send extra material (e.g. textbook “Prisma”, readings, exercise books, etc.) by post, the student has to pay the fees for the delivery.

Special offer for our former students of Instituto Andalusí

We offer our former students the opportunity to buy their lessons in the form of vouchers for discounted prices. The vouchers can be bought from a minimum number of five course units.

Prices for vouchers:

Number of Lessons	Prices
1 lesson	29 €
5 lessons	135 € (27 € per lesson)
10 lessons	250 € (25 € per lesson)
20 lessons	440 € (22 € per lesson)
30 lessons	600 € (20 € per lesson)

Services which are included in the price of the course

- Online test and preliminary talk before the start of the lessons
- Correction of homework, extra exercises and written texts by the student (via Skype or by e-mail)
- Certificate of participation (from an amount of 15 lessons)

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Validity of the vouchers

At the beginning of the course, the professor and the student schedule the times and the frequency of the lessons. Regarding the vouchers, it has to be noted that they have an expiry date. The expiry date depends on the amount of units the student has bought. The rule is: purchased amount of lessons plus three weeks. For example, a voucher of 10 course units has to be fully used within 13 weeks (10+3) because it expires after 13 weeks.

Cancellation of courses or lessons

- **Cancellation of lessons**

In case you cannot participate in one of the lessons, we kindly ask you to send us an e-mail at least 24 hours before the start of the lesson to info@instituto-andalusi.com. Please note that your notification has to reach us during our opening hours (Mondays to Fridays from 8.30 a.m. – 17.00 p.m.).

If the lesson is cancelled more than 24 hours before the start of the lesson, it is possible to rearrange the class on another day in agreement with the appropriate teacher.

Please note that the lesson expires and cannot be repeated later if you inform us less than 24 hours before the start of the class about your cancellation. The same happens if the student still is not online on Skype ten minutes after the start of the lesson.

We would like to inform you that we cannot return your money in any of the cases listed above.

- **Cancellation of courses**

In case you decide that you do not want to participate in our Skype courses, we kindly ask you to inform us via e-mail (info@instituto-andalusi.com) at least 24 hours before the start of your next lesson about your cancellation. Please note our opening hours (Mondays to Fridays from 8.30 a.m. – 17.00 p.m.).

If the attendee has not utilized any of its course lessons by the date of cancellation, we can refund 80% of the paid course price. A refund cannot be paid if the participant already utilized one or more lessons by the date of cancellation.

Registration for the Skype course

You still have got questions or want to register for our Skype courses?

Please contact us via e-mail at info@instituto-andalusi.com or visit our website at www.instituto-andalusi.com.

The courses can be paid via bank transfer or with credit card, as soon as the course hours have been scheduled with the teacher.

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