

SUMMER COMBINED COURSE

During the summer months, July, August and September, CENP offers the possibility of doing an intensive course combining

- Madrid - La Coruña

The method is the same in both schools, so you can spend a few weeks in Madrid and then continue in La Coruña.

**Number of hours:** 20 hours/week.

**Duration:** 2 weeks minimum in each school.

**Levels:** Beginners to Proficiency.

BUSINESS SPANISH

**Schools:** Madrid.

**Number of hours:** 10 hours/week.

**Duration:** 2 weeks.

**Levels:** minimum required Intermediate I.

**Timetable:** morning or evening.

**Material:** authentic texts, figure analysis, case studies, negotiation techniques in Spain, etc. Request standard programme.

**Teachers:** highly qualified teachers certified by the Chamber of Commerce.

SPANISH FOR TOURISM

CENP, founder of the first Tourism School in Spain, has an excellent reputation in the industry and offers you an attractive programme full of possibilities.

**Schools:** Madrid.

**Number of hours:** 20 hours/week. Visits included on Fridays.

**Duration:** Standard Programme 2 weeks. Please request information for other duration

**Levels:** minimum required Intermediate I.

**Students:** 6 minimum.

**Timetable:** morning classes.

**Material:** included.

Two full board week-end excursions to PLACES OF TOURIST INTEREST outside Madrid are included.

SPANISH FOR TEACHERS

Course designed for non-native Spanish teachers who wish to refresh and extend their abilities and knowledge with the latest tendencies in ELE teaching.

**Schools:** Madrid.

**Number of hours:** 30 hours/week.

**Duration:** Please request information for tailored programme

**Students:** 8 minimum.

**Material:** included. Please request information for standard programme.

D.E.L.E.

Certificate of Spanish as a Foreign Language. Spanish Certificate officially recognized by Spanish Ministry of Education, for non-native students.

**Available in three levels:**

- Initial: minimum level required Intermediate I.
- Intermediate: minimum level required Advanced.
- Superior: minimum level required Proficiency.

**Dates of commencement:** first week in April and second week in October. The exam is given twice a year, in May and in November.

Exam dates and registration fees to be confirmed by Instituto Cervantes early in the year.

**Schools:** Madrid.

**Number of hours:** 20 hours/week.

**Duration:** 4 weeks.

**Levels:** the three available levels.

**Students:** 5 maximum.

**Material:** included.

**More information:** [ele@cenp.com](mailto:ele@cenp.com)

SPANISH + WORK EXPERIENCE

This programme is offered in our centre in Madrid. Given the prestige of CENP, more than 400 companies trust our education and offer practice work to our students, within our area of expertise.

**Level:** minimum required Intermediate I, B1.

**Duration:** minimum 4 weeks intensive course + 8 weeks work experience. In four weeks students will move on to level B2, sufficient to understand and work with Spaniards.

**Date of commencement:** first Monday, each month.

**Enrolment:** 8 weeks minimum prior to the commencement of the course.

**Documents required:**

- Registration form.
- CV.
- Copy of highest education degree received.
- Letter of recommendation from professor.
- Health/accident insurance policy covering the stay in Spain.

The student will attend a job interview with the proposed company after his/her third week of Spanish course.

CENP will sign an agreement with the company that the student will accept. Once the internship is completed the student will be given a certificate, and if requested a report with comments.

## Registration form

FAMILY NAME

FIRST NAME

PASSPORT NO

DATE OF BIRTH  
(DAY / MONTH / YEAR)

NATIONALITY

OCCUPATION

MAILING ADDRESS

TELEPHONE

FAX

E-MAIL

MOTHER TONGUE

PLEASE STATE YOUR PRESENT LEVEL OF SPANISH

- BEGINNER
- ELEMENTARY
- INTERMEDIATE I
- INTERMEDIATE II
- ADVANCED
- SUPERIOR

Photo

## COURSE DETAILS

PLEASE INDICATE COURSE REQUESTED AND REF.

DATE OF COMMENCEMENT

NUMBER OF WEEKS

## Accommodation requested

- Family stay
- Residence
- Shared flat
- Double room
- Single room
- Half board
- Room & breakfast
- Self catering

## How did you find out about Centro Español de Nuevas Profesioness?

HAVE YOU STUDIED SPANISH BEFORE REGISTERING AT CENP?

WHERE?

FOR HOW LONG?

PLEASE, INDICATE ADDRESS OF THE SCHOOL WHERE YOU STUDIED SPANISH

## GENERAL CONDITIONS

- There is a registration fee of 65 Euro. This covers course material, welcome pack with useful information about the city and the extracurricular activities shown in each course.
- You may book a course by filling in the registration form and sending it by fax, regular mail or e-mail to:  
**CENTRO ESPAÑOL DE NUEVAS PROFESIONES**  
**C/ Joaquín María López, 62**  
**E-28015 – Madrid (España)**  
**email: ele@cenp.com**  
**Tel + 34 902 44 12 22 Fax +34 91 447 95 11**
- CENP cannot guarantee a place if registration arrives less than a week before the course commences.
- Together with your application you will need to pay the registration fee and 20% (enrolment fee) of the total cost of the course. The remaining 80% will have to be settled when the course commences at the latest. You may pay cash or by bank transfer to our account. If you choose the later please ensure that your name is clearly indicated. Transfer charges will be paid by the applicant. Please request bank details for transfer.
- Once the registration and enrolment fee have been received we will send written confirmation and the address of your accommodation for the period of your stay.
- CENP has the right to cancel the course of any student that has not fulfilled the commitment of registering and settling the course fees, according to the information above.
- Should the student cancel his/her participation in a course before it begins, the registration and enrolment fees will not be reimbursed in any case.
- Once the course has begun, cancellations will not be accepted.
- Failure to comply with CENP's rules may result in the cancellation of the student's course without any economic compensation. Students are also expected to behave properly both in class and in any of the activities scheduled for each programme.
- A student whose final date of the course does not coincide with the date of the final exam to move up to another level, may take the exam individually to be granted the diploma.
- All students must be covered by an illness & accident insurance policy.
- One class = 50 minutes  
8 students maximum in General Spanish courses.

## USEFUL INFORMATION

CENP is a collaborating institution of the Chamber of Commerce in Madrid for the Exams "Spanish for Business" and "Spanish for Tourism".

Visa for Spain:

EU citizens do not require a visa to enter or stay in Spain. Students from Canada, Japan, Norway, Switzerland, USA, New Zealand, do not require a visa and may stay in Spain up to 90 days just with their passport. However, if they wish to stay longer, they must apply for an extension of the permit. The school will provide you with a certificate so that you can apply.

For any other country you may check with the Spanish Consulate or Embassy in your country to find out the documents necessary to issue the visa.

From Madrid Airport (Barajas) you may take the subway or the bus, departing every 15-20 minutes. If you prefer, you can ask to be picked up at the airport (40.- Euro).

All students, except beginners, will take a test to determine their level on Monday, prior to the commencement of their course. However at the time of application please, and only as a reference, indicate your level.

There is a tutorial service to help students.

Students of Spanish have free and unlimited access to Internet and CENP's library during opening hours. They may also use the computer labs available at CENP.

University Credits:

Students of Spanish at Universities are advised to work with an advisor and/or registrar on their home campus prior to departure for Spain to ensure transfer of credits and adequate progress toward their undergraduate degree.

**The student whose information is contained in this document accepts responsibility for its accuracy and agrees to pursue his/her studies with diligence and acknowledges that he/she has read and accepts the conditions.**

DATE AND SIGNATURE OF APPLICANT

Price list for 2013	Registration fee: 65 euros						
	weeks:	1	2	3	4	8	12
<b>GENERAL SPANISH</b>							
<b>Intensive course *</b>	(ref. 011-016)	190	344	516	688	1364	2004
<b>Cenp's exclusive: full immersion</b>	(ref. 017-020)				720	1427	2094
<b>Preparatory course for programmes at CENP</b>	(ref. 027)				688		
<b>Combined course: Madrid &amp; Coruña</b>	(ref. 036-038)						request information

**ONE TO ONE General Spanish** (ref. 028) 1 class: 33 euro  
10 classes: (26 euro/ class) 260 euro  
20 to 30 classes: 24 euro/class  
40 classes: 22 euro/class

SPECIFIC PROGRAMMES		
<b>ONE TO ONE for Tourism , Business &amp; Executives</b>	(ref. 036)	1 class: 36 euro 10 classes: (30 euros/class) 300 euros 20 to 30 classes: (28 euro/class) 40 classes: (26 euro/class)

**Spanish for Business** (ref. 029) 340  
**Spanish for Tourism** (ref. 030) 564

**Junior programme** (ref. 035) request information

**Spanish for non-native Spanish teachers** (ref. 031) Please request information for tailored programme

**Spanish + work experience** (ref. 040) a) Students with a low level of Spanish (B1): 4 weeks intensive course + 4 weeks extensive course + work experience: **1.500 euros**  
b) Students with a B2 level of Spanish: 2 weeks Intensive course + 4 weeks extensive course + work experience: **1.150 euros**

PREPARATION FOR OFFICIAL EXAMINATIONS		
<b>D.E.L.E.</b>	(ref. 033)	688
<b>Chamber of Commerce</b>	(ref. 034)	545

**ACCOMMODATION** - Price per week. Family stay in single room: **Breakfast: 160 Euro. Half board: 220 Euro.**

\* Discount 7% from 8<sup>th</sup> week. Discount 10% from 16<sup>th</sup> week

INTENSIVE COURSE

**Date of commencement:** every Monday.

For beginners first Monday of month.

**Schools:** Madrid, La Coruña.

**Number of hours:** 20 hours/week.

**Duration:** from one week on. (One level approx. 4 weeks)

**Levels:** from Beginners to Proficiency.

CENP'S EXCLUSIVE: FULL IMMERSION

It allows students to combine their morning Spanish lessons with 1 or 2 subjects at CENP's University College in the evening.

**Date of commencement:** every Monday from October to May.

**Schools:** Madrid.

**Number of hours:** 20 hours/week general Spanish + up to 5 hours/week in the evening to choose from:

Tourism, Advertising, Marketing, Office Administration, Interior Architecture and Fine Arts and Antiques.

**Duration:** 4 weeks minimum.

**Levels:** Intermediate I to Proficiency.

PREPARATORY COURSE FOR PROGRAMMES AT CENP

If you are considering the possibility of achieving professional qualification in Spain, CENP offers education in these areas:

Tourism, Advertising, Marketing, Public Relations, Graphic Design, IT, Interior Architecture, Office Administration, Fine Arts & Antiques. With the possibility of continuing education in the UK. For more information: **www.cenp.com**

**Date of commencement:** September.

The academic course starts in October and ends in June.

**Schools:** Madrid.

**Number of hours:** 20 hours/week. Once the academic course starts there will be 3 hours/week support Spanish.

**Duration:** 4 weeks.

**Level:** minimum required Intermediate II.

ONE TO ONE

**Date of commencement:** any day of the week year round. The school closes from 22 December to 6 January.

**Schools:** Madrid, La Coruña.

1 class = 60 minutes