



LANGUAGE SCHOOLS

BUSINESS ENGLISH CERTIFICATE PROGRAM

AVAILABLE AT VANCOUVER TORONTO

JOB OPPORTUNITIES & BUSINESS SUCCESS (JOBS) CERTIFICATE / DIPLOMA

- Immerse yourself in a comprehensive business English intensive program
- Acquire the English language skills necessary for business success
- Enhance your personal abilities and professional employability

ENTRY REQUIREMENT

ILSC Intermediate Level 3

PROGRAM LENGTH

Two Full-Time Intensive sessions

(30 Lessons*/Week)

* 1 lesson = 50 minutes

UPON COMPLETION OF THIS PROGRAM, STUDENTS HAVE THE OPTION TO CONTINUE WITH A 4 WEEK PRACTICUM:

The final section of the program consists of a 4-week practicum placement with a Canadian company. You'll experience a real interview, and then expand your practical skills during 4 weeks in a real-world working environment.

ILSC has the longest history of practicum placement among private ESL schools in Canada. Our programs and students enjoy a positive reputation among employers, and you'll find our practicum placements to be highly supportive. Even better, you'll develop great confidence in the quality and strength of your English language skills!

Availability of course is subject to student enrollment.

Certificate completion may vary depending on student progress.

PROGRAM IS AVAILABLE AT

ILSC-Vancouver
ILSC-Toronto

SESSION ONE

AM

3 HOUR CLASS

PM

1.5 HOUR CLASS

REQUIRED COURSES

BUSINESS ENGLISH I3-I4

AM

Practice speaking, listening, reading and writing in a business context. Topics include marketing, resumé-writing, job interview techniques and effective telephone communication.

BUSINESS WRITING SKILLS

PM

Gain skills in writing letters and emails, business proposals and writing for the web. You will develop expertise writing in resumé, cover letters, and reports.

BUSINESS PRESENTATION SKILLS

PM

Master the essentials of effective presentations, building confidence in your ability to organize and deliver a speech in front of a business audience.

SESSION TWO

CHOOSE TWO OF THE FOLLOWING PM CLASSES

REQUIRED COURSES

JOB OPPORTUNITIES & BUSINESS SUCCESS (JOBS) I4-ADVANCED

AM

Learn strategies for working on a team, networking, and preparing for workplace success. Visit some top employers and listen to lectures by industry professionals in the HR and job recruitment field.

BUSINESS INTERVIEW SKILLS

PM

Work on a personal employment goals and profession specific vocabulary. The primary focus of the class, however, is interview skills; in person, online and over the phone. You will be videotaped and critiqued with the object of improving professional presentation, pronunciation and language skills..

BUSINESS ENGLISH CAMBRIDGE

PM

Practice the relevant business skills needed to prepare for this High Intermediate exam and increase your professional chances in global job markets as well as opportunities to work abroad.

LISTENING FOR PROFESSIONALS

PM

Increase your comprehension of business and academic English. You'll practice understanding spontaneous informal language as well as explanations of abstract and theoretical ideas.

© Copyright 2012



EDUCATION GROUP

EMPOWERING THROUGH EDUCATION

WWW.ILSC.COM

LANGUAGE SCHOOLS

COLLEGES

TEACHER TRAINING

CORPORATE TRAINING

CONTINUING EDUCATION

CANADA: VANCOUVER, TORONTO, MONTRÉAL INDIA: NEW DELHI USA: SAN FRANCISCO AUSTRALIA: BRISBANE, SYDNEY