



GENERAL ENGLISH

COURSE BROCHURE

CRICOS Course Code: 116432A

This brochure provides the information you need to know about enrolling in 116432A General English. Please read this course brochure in conjunction with the Student Handbook and information available on the college website www.cmi.vic.edu.au

COURSE DETAILS

Provider Name	Malvern Institute Pty Ltd trading as Central Melbourne Institute (CMI)
RTO Code	40669
CRICOS Provider Code	03351G
CRICOS Course Code	116432A
Location of Course	Level 6 460 Bourke Street MELBOURNE VIC 3000 AUSTRALIA
Actual course duration in scheduled contact hours	600 hours
Number of weeks during which structured teaching will take place	30 weeks plus total of 6 weeks break that will occur during the course.
Timetabled student face to face contact hours per week	20 hours of face-to-face training and assessment per week plus approximately 5 hours of unsupervised self-study per week.

COURSE OVERVIEW

The General English course is designed to be fun and interactive, aiming to prepare students for conversation and everyday real- world situations. Students learn and practice skills such as listening, reading, writing, and speaking in an engaging and supportive environment.

Students commence at the level according to their current ability. Levels of difficulty increase over the duration of the course to assist students develop their skills and to be more confident and fluent in English.

Successful completion of this course may allow the student to study Vocational Education and Training (VET) or Higher Education courses.

EDUCATION LEVEL REQUIREMENTS

There are no specific educational pre-requisites for entry into this course, as entry into this level is based on assessment of English language proficiency.

- ✚ Must be at least 18 years of age.
- ✚ It is anticipated that a majority of students will have completed Year 10 or equivalent.
- ✚ Participate in a course entry interview/pre-training review to determine suitability for the course and student needs.

Kindly note that Central Melbourne Institute **does not**:

- ✚ Guarantee any job or employment outcomes.
- ✚ Guarantee a successful education assessment outcome for the student or intending student.
- ✚ Claim to commit to secure for, or on the student or intending student's behalf, a migration outcome from undertaking any course offered by CMI.

WHAT CAN I EXPECT?

The course is structured for 3 levels (Pre-intermediate, Intermediate, and Upper Intermediate), made up of a total of 30 units of study. Each of the levels has a duration of 10 weeks (the study period) and the course in total is 36 weeks.

PRE-INTERMEDIATE (Level 3)

At the completion of this level the student:

- Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc.
- Can deal with most situations likely to arise whilst travelling in an area where the language is spoken.
- Can produce simple connected text on topics which are familiar or of personal interest.

- Can describe experiences and events, hopes and ambitions, and briefly give reasons and explanations for opinions and plans.

Upon successful completion of the Pre-Intermediate course, students will be able to transfer to the Intermediate General English course.

INTERMEDIATE (Level 4)

At the completion of this level the student:

- Can understand the main ideas of complex text on both concrete and abstract topics, including technical discussions in his/her field of specialisation.
- Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party.
- Can produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and disadvantages of various options

Upon successful completion of the Intermediate course, students will be able to transfer to the Upper-Intermediate General English course, the IELTS Foundation course, or enrol into vocational courses.

UPPER-INTERMEDIATE (Level 5)

At the completion of this level the student:

- Can understand a wide range of demanding, longer texts, and recognise implicit meaning.
- Can express themselves fluently and spontaneously without searching for expressions.
- Can use language flexibly and effectively for social, academic, and professional purposes.
- Can produce clear, well-structured, detailed text on complex subjects.

Upon successful completion of the Upper-Intermediate course, students will be able to transfer to the advanced course or move into vocational or higher education courses.

TRAINING AND ASSESSMENT INFORMATION

This course is delivered face-to-face in a classroom-based setting. The timetable for this course will be advised in your Offer Letter and Student Agreement. You are required to attend classes for 20 hours per week for 30 study weeks (3 terms of 10 weeks each). Holiday breaks are a total of 6 weeks (2 weeks per term) and will be indicated in your timetable.

Class sessions include a mix of theory and practical activities with a focus on creating an interactive and collaborative environment. In addition to classroom-based learning, you will also need to complete approximately 5 hours of additional, unsupervised study per week including general reading and research for assessments.







At the beginning of each unit, your trainer and assessor will outline the assessment tasks that must be completed. Your classes will be conducted in modern classrooms, and you will be able to access Wi-Fi. There are also areas for you to relax, as well as conduct additional study.

COURSE PROGRESS AND ATTENDANCE

Satisfactory course progress and attendance is very important to meet visa requirements. Students are required to maintain an 80% attendance rate. Please read the Student Handbook carefully for more information. You will also be provided with further information about course progress and attendance requirements at your orientation.

STUDENT SUPPORT

We offer the following in relation to support and welfare:

-  One to one support from the trainer/assessor
-  Support with personal issues
-  Access to additional learning resources
-  Reasonable adjustment in assessment
-  Social events
-  Information about external sources of support

We will identify any additional support needs you may have at the time of application and enrolment and may prepare a student support plan for you based on those needs.

RESOURCE REQUIREMENTS

You are required to bring your own laptop with Office 365 (or similar program) to all theory classes. These costs are not included in your course fees. Specifications for laptops and associated costs are included below.

PC

Minimum requirements	
Processor	Intel® or AMD processor with 64-bit support*; 2 GHz or faster processor Microsoft Windows 10
Operating system	Microsoft Windows 10
RAM	2 GB or more of RAM (8 GB recommended)

Hard disk space	4 GB or more of available hard-disk space for 64-bit installation; additional free space required during installation.
Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit colour and 512 MB or more of dedicated VRAM; 2 GB is recommended.
Graphics processor acceleration requirements	OpenGL 2.0-capable system
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.

MacOS

Minimum requirements

Processor	Multicore Intel processor with 64-bit support
Operating system	Big Sur
RAM	2 GB or more of RAM (8 GB recommended)
Hard disk space	4 GB or more of available hard-disk space for 64-bit installation; additional free space required during installation.
Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit colour and 512 MB or more of dedicated VRAM; 2 GB is recommended.
Graphics processor acceleration requirements	OpenGL 2.0-capable system
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.
Software (Office 365)	Cost: \$129 annually (approx.)

HOW MUCH DOES IT COST?

Course Fees	Tuition Fee: \$200 per week Resources Fee: \$15 per week Application Fee: \$250 (non-refundable)
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Course fees do not include laptops, or software – see information above.




A detailed payment plan and payment arrangements are provided in the Offer Letter and Student Agreement. You must pay all your course fees and on time. Non-payment of fees may result in cancellation of enrolment.

You are also required to take out Overseas Health Insurance Cover before arriving in Australia. Central Melbourne Institute provides details of OSHC providers in the International Student Handbook.

You can approach any of these providers to find out costs and organise your cover. Additional costs associated with living in Australia are outlined in the International Student Handbook. You should carefully review these costs in relation to budgeting. Further information can be found at <https://www.studyaustralia.gov.au/en/life-in-australia/living-and-education-costs>

HOW CAN I APPLY?

To apply for this course, you are required to complete an application for enrolment form and submit all required supporting evidence including:

-  A copy of your Year 12 or equivalent certificate.
-  If applicable, any proof of English language proficiency as specified in the entry requirements.
-  Copy of your identity document such as passport.

WHERE TO FROM HERE?

If your application is successful, we will send you an Offer Letter and Student Agreement. You should make sure you read through this document carefully to make sure you are happy with all the terms and conditions.

If you are, then simply sign the document and send it back to us. Once we receive this, we will issue you with a Confirmation of Enrolment (COE) letter and an invoice for the first payment. The first day of each course will include orientation and induction.

Orientation will include information about the campus, living in Australia, accessing our support services and methods for achieving success throughout the course, including course progress requirements. This course brochure should be read in conjunction with Central Melbourne Institute's Student Handbook. This can be found online at www.cmi.vic.edu.au



NATIONALLY RECOGNISED
TRAINING

*The 'Estimated tuition fee' is provided as a **guide only** and accurate at the time of printing, based on typical enrolment of students completing this course within the same year. The cost will vary depending on the units you choose, your study load, and the total length of your course.*