

Contents	Profile =elemadrid=
<p>1 – Strategy & Overview</p> <p>2 – Course types & Extra-practice</p> <p>3 – Prices, Course dates & Conditions</p> <p>4 – Accommodation</p> <p>5 – Registration form</p>	<p>Target group: adults who wish to learn Spanish for job related or private purposes</p> <p>Minimum age: 20 years</p> <p>Capacity: max. 50 students</p> <p>Starting dates: weekly if you are not an absolute beginner every two weeks for absolute beginners</p> <p>Location: in the center of Madrid right beside the main entrance to the Retiro citypark</p> <p>Levels: from absolute beginners to very advanced</p> <p>Team: committed, skilled professionals with a lot of experience</p> <p>Facilities: fully equipped, comfortable and relaxing</p> <p>Housing: for all budgets: from shared flats, families, hostals and apartments up to 4-star-hotels</p>

You want to achieve a maximum of Spanish skills in minimum time?

Practice geared learning	&	Learning geared practice
<p>Course type of your choice: Rs, A, As, B, Bs, C or P</p> <p>Tuition in small learning groups (max. 8 Pers.)</p> <p>Private lessons</p> <p>Job related Spanish courses</p> <p>Lessons between 9am and 4pm (Standard Cours A from 9am to 12:40am)</p> <p>See page 2: Course types</p>	<p>&</p>	<p>Rainbow Immersion: These innovative learning activities give you a maximum of real Spanish language practice in a broad variety of genuine situations: fun, stimulating and efficient. Fortifies self confidence and settles classroom-input. Daily after 4pm</p> <p>Extra practice: If you want more practice opportunities see on page 2 additional options</p>

Your learning success is directly linked to the amount of practice-time you master

Your Spanish abroad stay

Welcome to a fascinating and varied language program. Our courses are aimed at working adults from all over the world who want to learn to speak Spanish well and efficiently. Whether you are starting from the beginning or simply polishing your skills, our hands-on practical approach ensures that theory is put into immediate practice at every level of learning.

At **=elemadrid=** your learning of Spanish starts in the classroom. Then we take you out into the Spanish community so you can practise what you've learned, exploiting the opportunities of your surroundings.

All registrations include formal classes in the morning and structured language practice activities in the afternoon, plus access to the school facilities, which offer a comfortable frame for study, relax and leisure organisation. Your stay will be challenging, educational and exciting.

Your classes

Small and homogeneous groups provide a pleasant and stimulating learning atmosphere: personal attention, well thought-out explanations, a high degree of interactivity, a variety of learning games such as simulation of typical everyday situations like role plays, team work and exercises.

The focus of all group lessons is on general Spanish while also taking important Latin-American variations into consideration. Where necessary, we also recommend private lessons to reinforce and keep up to speed with the material covered.

At **=elemadrid=** you will be discovering Spain both inside and outside the classroom. In classes you will be concentrating on your language skills while exploring Spanish themes. Support materials such as exercises, videos and other visuals, and reading texts provide insights into your host country. Your natural curiosity about Spain will be awakened, motivating you to launch into the **Rainbow Immersion** program.

Rainbow Immersion

The **Rainbow Immersion** program complements your classroom learning. It provides the essential ingredient of all successful language learning: **daily practice** in a genuine Spanish environment. You come in contact with a large number of different kind of speakers in a big variety of situations. Experience shows that this kind of immersion has a tremendous influence on you learning progress.

While increasing your fluency, Practice Immersion is at the same time a rich source to learn a lot about Spain and the Spanish speaking world. The activities are structured and guided by an **=elemadrid=** teacher and are beneficial for all levels. All activities are accompanied by qualified learning materials.

A notice board displays the five activities programmed for the week. Sign up for as many activities as you wish to attend. **Rainbow Immersion™** usually starts after 4pm and lasts from 2-4 hours according to the activity.

Special focus Spanish courses

All special focus Spanish courses are offered as private lessons. You may choose whether to combine them with group lessons for general Spanish or book a completely private course. Talk to us, we will help you find the right solution.

Spanish for medical personnel

Many physicians and nurses especially from the US have improved their job related Spanish with =elemadrid=. We offer special courses for those who work in hospitals, private practice or social services and wish to learn Spanish to be able to deal better with Hispanic patients. The training programme is adapted according to the learning goals.

Business Spanish

You are going to be working in a Spanish-speaking country. We can offer you a course that is tailored to your needs. Based on a needs-analysis, we will define your learning goals and propose a specially designed course.

DELE diploma preparation training

The Spanish DELE language diplomas are officially recognised certificates of competency in language. Our courses will help you to prepare yourself for the DELE test both efficiently and systematically.

Didactic training for Spanish teachers

elemadrid offers specialist training for teaching Spanish as a foreign language to adults. You will find more information at: www.elemadrid.com

Our teaching team

Our dynamic team of qualified teachers is committed to excellence in teaching. They are all native speakers from Spain with many years experience teaching Spanish at all levels and to a variety of nationalities. Our teachers take an active interest in each student inside and outside the classroom, encouraging and inspiring learning. At =elemadrid= you will have contact with a minimum of two teachers - one for grammar and one for conversation - plus those you meet via the **Practice Immersion** activities.

The teachers are experts on Spain and Madrid, and along with the administrative team, are keen to open your eyes to the delights of your target country.

Extra-practice

Weekend excursions

Extra fee. Can only be booked in Madrid. See website.

=elemadrid= offers excursions outside Madrid every Saturday. For a reasonable price (between 25 and 55 EUR) you get a lot to see, you learn about people and places, you deepen the feeling for the different culture. All excursions include a booklet and language support.

Intercambio

Free. Only available in Madrid. Example list on website

A long and successful list of Madrilenians offering Spanish conversation in exchange for your native language is available at =elemadrid=. Socialise with locals, exchange opinions and develop your language skills.

Leisure Activity Courses

Extra fee. Can only be booked in Madrid. See website.

=elemadrid= can enrol you in a local hobby course with Spaniards. Courses are usually in the late afternoon, one-off or ongoing. Pottery, cooking, wine tasting, fashion design, Flamenco, Sevillana, Tango, Salsa, Merengue. The Spanish level required varies according to the course.

Details to all Spanish courses...

Starting dates & course duration

Group courses start every two weeks all year long (including Christmas and New Year holidays!). One-week-courses are possible, but we recommend a minimum course duration of 2 weeks. The courses have an open end. The program is intensive. For durations of more than 12 weeks we recommend a break.

Determining your Spanish Level

At =elemadrid= it's a two step-process:

1. A distance level test, sent with your booking confirmation, helps us assign a preliminary level.
2. First day evaluation in Madrid includes a written test and an interview.

Age

The minimum age for all courses is 20.

Airport pick-up

- Madrid airport is well-connected to the center of Madrid by metro, bus and taxi.
- Airport pick-up is available on request

Class sizes

Standard group: avge 5, max. 8 students

Mini-group: max. 4 students

1 lesson = 50 minutes

Course types

Course Rs

new!

You can now book **Rainbow Immersion** practice course as independent 10-hours-per-week afternoon program: focus on oral fluency, discover Madrid and have fun!

Mon-Fri from 4pm to 6pm. **5 activities**:

1. Lecture about Spain
 2. Guided excursion
 3. Interview with personality in Madrid
 4. TV- or Movie session
 5. Lunch with teachers.
- For more details please consult http://www.elemadrid.com/en/spanish_immersion_in_Spain.html

Course As & Bs

new!

You can now book the intensive Spanish 20 or 30 lessons-per-week-courses as independent units! The perfect solution for time short or budget tight people! You can then decide on a weekly base when you are in Madrid to add Rainbow on a weekly base for a modest fee!

Course A (Standard)

20 lessons per week in standard group (max. 8 students per class) plus **Rainbow Immersion™**, a real all-round training. Classes are dynamic and suitable for the average student. This is our most popular course.

Course B (Intensive)

Course A plus 10 lessons in a mini group (max. 4 students per class) plus **Rainbow Immersion™**. This course is suitable for students who want quick results and are keen to work hard.

Course C5 (Combined)

Course A plus **one** private lesson per day. This course combines speedy group learning with maximum attention to personal objectives. This is also the option to combine a special job related focus with a general group course.

Rainbow Immersion™ included.

Course C10 (Combined)

Course A plus two private lessons per day. This choice gives you more time for individualized learning or special focus training.

Rainbow Immersion™ included.

Course P (Private lesson)

Private lessons are an option to provide additional support. They can be arranged as you go.

Private courses are for students requiring job-related Spanish:

Course P10, P20 and P30 (Private)

A program of private lessons can be tailored to your learning objectives. This option is the favourite of time-restricted executives. Alternatively choose the number of private lessons that suits your timetable.

Rainbow Immersion™ included.

Course Fees in Euro per Person

Course	New! Rs	New! As	A	New! Bs	B	C5	C10	P10	P20	P30
Lessons per week Weeks	10	20	20+10*	30	30+10*	25+10*	30+10*	10+10*	20+10*	30+10*
1	90	230	275	365	410	495	715	450	900	1215
2	180	440	520	710	790	960	1400	900	1620	2295
3	270	630	735	1035	1140	1395	1920	1215	2295	3443
4	360	740	880	1280	1420	1760	2460	1620	3060	4320
5	450	900	1100	1575	1775	2200	2963	Private lesson 1:1		45
6	540	1050	1260	1860	2070	2445	3495			
7	630	1190	1470	2135	2415	2853	4078	Private lesson 1:2		27
8	720	1320	1600	2400	2680	3180	4580			
9	810	1440	1710	2655	2925	3488	5063	Rainbow as module per week		60
10	900	1550	1800	2900	3150	3663	5300			
11	990	1650	1980	3135	3465	4029	5830	Interruption Fee		50
12	1080	1800	2160	3420	3780	4395	6360			
13	1170	1950	2340	3705	4095	4761	6890	Registration Fee		50
+week	90	150	180	285	315	366	530			

*These courses include every week 10 lessons of "Rainbow-Immersion" power practice.

Note: The course fees above are based on continuous stays without intermediate breaks. Interrupted courses can maintain the decreased course price by adding an interruption fee of 50 EUR.

New! Course Rs: You can now book *Rainbow Immersion* practice course as independent 10-hours-per-week afternoon program: focus on oral fluency, discover Madrid and have fun! Mon-Fri from 4pm to 6pm.

New! Courses As & Bs: You can now book our intensive Spanish 20 or 30 lessons-per-week courses as independent units! The perfect solution for time short or budget tight people! You can then decide on a weekly base when you are in Madrid to add Rainbow for a modest fee!

Registration

Register by fax, online, email, phone or conventional mail:

- Registration form - complete and return to =elemadrid=.
- Booking confirmation - same day service where possible. Deposit charged on confirmation of booking.
- Distance level test - sent with booking confirmation. Complete and return to =elemadrid=.

Payment of fees

- Deposit of 180 EUR must be paid to formalize registration. Methods of payment accepted are credit card, bank transfer or cheque drawn on a Spanish bank. The deposit is the first payment on account not an extra charge.
- Outstanding payment due on first day of course in Madrid, by cash or credit card.

Early departure & Booking changes

Costs for parts of a course missed due to illness, early departure, delayed arrival, etc. will not be refunded.

Any changes to bookings on the part of the client after receipt of booking confirmation will incur a charge of 50 EUR.

Cancellation

Cancellation charges are as follows:

- Up to 15 days before arrival at your booked accommodation there is a charge of 60 EUR.
- 14 days before arrival at your accommodation there is a charge of the deposit of 180 EUR.

Note: some accommodation is subject to additional deposits and special cancellation fees.

Insurance

=elemadrid= liability insurance covers all elemadrid-monitored tuition times (including *Rainbow Immersion* activities).

General travel insurance and private liability insurance are recommended for any claims that may arise outside elemadrid-monitored tuition times.

Please make sure that you have private liability insurance, especially if you have booked family or flat-sharing accommodation.

EU nationals are insured against accident and illness through the state insurance fund.

Non-EU nationals are advised to take out an international health insurance policy valid for Spain.

How to calculate the total price

Select course type and duration in weeks and add the registration fee of 50 EUR.

Included in the course fee

- Booked course
- Leveltest
- Grammarbook
- Tuition material
- Certificate of assistance
- Use of facilities from Monday to Friday 8:30am to 8pm (Internet, Cafeteria, Library, DVD, Video etc.)

Not included in the course fee

- Registration fee: 50 EUR
- Photocopies
- Drinks
- Phone & Fax
- Public transportation, restaurants and museum tickets during "Rainbow-Immersion" learning activities

Companion Discount

For bookings of more than 2 persons we offer price reductions.

Details on www.elemadrid.com.

Course dates & public holidays

	2010	
	dates	holidays
January	4, 18	1, 6
February	1, 15	---
March	1, 15, 29	19
April	12, 26	2
Mai	10, 24	
June	7, 21	4
July	5, 19	---
August	2, 16, 30	---
September	13, 27	---
October	11, 25	15
November	8, 22	5, 12
December	6, 20, 27	10, 25

You may request to enter a course between these starting dates if you are not an absolute beginner.

>>>Please confirm public holidays at booking

Our bank affiliation

Bank transfer details must contain **your name** and the following information:

Bank name and Place:

Banco Santander Central Hispano BSCH, Madrid, Spain

IBAN (International Bank Account Number):

ES83 0049 2862 6223 1432 2604

BIC / SWIFT-Code:

BSCHEMM

Account holder:

ELEMADRID

Please remember to pay all bank charges at your end.

4 - Accommodation List

elemadrid=

2009/2010

Name	=walking, = underground, =bus distance to school in minutes		*1→1-week-prices include 6 nights! SR/DR=single/double room	Euros	
Apartments All with kitchenette, bathroom, telephone and air-conditioning/heating. Bed linen and towels are provided.			APT	Wks	
amable	 3 - -	New! Charming and very quiet studio-apartment for 2-3 persons in the very center of Madrid, 300m from Plaza Mayor and 12 walking minutes from school. Big sleeping room, small kitchen and fully equipped bathroom. Swimming pool during summer. Book early!	765 990 1250 305	2 3 4 +1	
alegre <i>recommended</i>	 15 - 10 - 10	Highly recommended - Modern, spacious studios for 1-2 persons (40-50m ²), located in a very lively zone in the center of Madrid, close to Puerta del Sol and Plaza Santa Ana. Individual air-conditioning/heating. Satellite-TV. Fully-equipped kitchenette. Daily reception and cleaning service included. Prices for separate bedroom on request.	1020 1412 1596 419	2 3 4 +1	
ambiente	 2 - -	Beautiful 4-star apartment-hotel with cafeteria and restaurant, just around the corner from elemadrid and Retiro Park in a very quiet and central spot. Spacious, elegant studio-apartments with kitchenette, sitting area and terrace. TV. Room service. Breakfast included. Fabulous patio-garden for breakfast, lunch or tea.	1050 2275 3500 1225	*1 2 3 +1	
ático	 10 - -	Luxury apartments for 1-2 persons (80m ²) in a wonderful location between the Prado Museum and Retiro Park. Spacious living area, kitchen, bathroom, separate bedroom and sunroof with private pool. (Note: 50% of price is due 20 days before arrival, no refund in case of cancellation/change of date)	1450 2730 4200 Req.	*1 2 3 +1	
Hotels and Hostals All with private bathrooms, air-conditioning/heating, TV and telephone. 24 hr reception service. Categories from 2 to 4 stars.			SR	DR	Wks
humor <i>recommended</i>	 15 - -	Nice, very clean and spacious 2-star hostel close to the famous Gran Vía, in the 3 ^o floor with pleasant views on a charming square, only 10 minutes walk from elemadrid . Breakfast not included.	294 637 980 343	378 819 1260 441	*1 2 3 +1
hermes	 25 - 15 - 15	Beautiful and recently renovated Hotel in the corner of a very charming square place in the Gran Vía area with many bars, cinemas and restaurants at reach. Fully equipped and modern, with free internet terminal in the lounge. Breakfast included.	402 871 1340 469	510 1105 1700 595	*1 2 3 +1
habitat	 15 - 5 - 5	4-star-hotel situated in the central district of Salamanca. Restaurant, café, library (with fireplace), gym, sauna and Internet connections. Non-smoking rooms available. Well-designed interior decoration and excellent personalized services. Breakfast buffet included.	810 1755 2700 945	1050 2275 3500 1225	*1 2 3 +1
Families Single room, private bathroom or shared bathroom available. Daily Breakfast + 1 meal per day from Monday to Friday. Cleaning; one load of washing a week; ironing facilities; and telephone for incoming calls only. Bed linen and towels provided. No kitchen access. No guests allowed. No air-conditioning. Note: double rooms only for friends/couples. Extra days: 4 or more days = 1 full week			SR	DR	Wks
fabula	 25 - 15 - 15	Single room in nice, bright, modern flat with 2 bathrooms. Your host is Alicia, a 25-year old Spanish teacher and her brother. Moderate, considerate smokers. The flat has a terrace with views over Madrid. Excellent location, only 4 metro stops from school. They have a cat&dog.	240 400 585 780	200 310 465 620	*1 2 3 4
feliz	 10 - -	Single room in quiet, residential zone: the flat has a living room, kitchen, a small terrace and 2 bathrooms. You will live with Rosa, a very friendly and active lady (born '54) who works as a publicist, her daughter Susana (born '73) who is a nurse and her two little nieces of 1 and 3 years respectively.	180 35	155 30	+1w +1d
faceta	 25 - 25 - 15	Single room in nicely decorated, modern and quiet flat. 2 bedrooms, 2 bathrooms, kitchen and living room. Your host is a friendly nurse named Ana. She is 36 years old, speaks English and French for emergencies. The house is located about 3.5 km of the school. Non smokers only. Private bathroom.			
fluvial	 25 - 20 - 25	Nice single room with private bathroom . Your host is a very friendly lady. The house is located 3km west of =elemadrid= and you can see the Royal palace from the living room. Spacious flat of 300 m2. Non smokers only.	290 500 735 980	240 390 585 780	*1 2 3 4
forum	 30 - 15 - 15	Nice, bright room with friendly family. They have 3 children but only the youngest son ('89) is still living at home. One of the daughters ('75) visits her parents regularly. Piano in the house. Communicative environment and excellent location, only 3 metro stops from school. Private bathroom. Non-smokers only.	230 40	195 35	+1w +1d
film	 30 - 15 - 15	Nice, luminous room for 1 or 2 persons (2 beds) with very friendly, communicative lady and her son ('80). You will have your own bathroom . Fully and well-equipped house with air-conditioning. Both are moderate smokers, and very interested in culture, arts, history. 30 minutes walk through Retiro Park to school.			
Shared flats Single room in flat with Spaniards or international students. Shared kitchen, shared cleaning, and access to laundry facilities. Some flats with no phone, others for incoming calls only. Bed linen provided, but no towels. No guests allowed. No air-conditioning. Note: double rooms only for friends/couples. Extra days: 4 or more days = 1 full week			SR	DR	Wks
cruz	 25 - 15 - 15	Small single room in quiet flat with bilingual women (Spanish-English) in the SALAMANCA district, only 3 metro stops from =elemadrid=. Your host is in her 30s and works as an English teacher and translator. Non-smoker. Cat in the house.	190 240 345 460 115 30	150 200 285 380 95 30	*1 2 3 4 +1w +1d
cordial	 30 - 20 - 20	Small single room in nice flat-sharing arrangement for max. 3 people. You will live with a Spanish woman (moderate smoker) and another student. The flat has a nice living room, a small kitchen and one bathroom. Located in a quiet district close to the Retiro park, many shops and bars in the neighbourhood.			
charla	 35 - 25 - 20	Small, single room for female student in quiet flat in the old center of Madrid. Small flat with a living room, kitchen and bathroom. Your host, a very friendly 32-year-old woman, is translator and speaks a bit English. Many bars, restaurants and shopping facilities in the neighborhood. Non-smokers only.			
castaño	 20 - 10 - 10	Very nice single room with private bathroom in big flat of 170 square meters. Your host runs an antique shop in the old part of Madrid. He is 45 years old and has a youthful personality. There might be another student in the house. Only for non-smokers. Antonio has a dog, a very friendly boxer. The house is located in the historical part of Madrid, close to Plaza Mayor, Puerta del Sol, etc.	240 340 495 660	190 280 405 540	*1 2 3 4
color	 25 - 15 - 15	7 nice, single rooms (10-15m ²), all with private bathroom , in comfortable flat located in the historical center of Madrid, near Puerta del Sol. TV room, fully-equipped kitchen, washing machine, telephone. The owner is a friendly, modern woman in her 40's. International mix of people. 1 cleaning service/week included.	165 35	135 35	+1w +1d

See full accommodation program on www.elemadrid.com

Name, address, learning indications

Ms. Mr. Year of birth:

Family name:

First name:

Full address (including area/zip code):

Country:

Tel.:

Fax:

Email:

Nationality:

Occupation:

My foreign languages: Spanish is my
 first second third fourth

My knowledge of Spanish is:
 none little moderate
 good very good

I gained my previous knowledge as follows:

My interest in Spanish is:
 job-related private

My learning goal is:

I would like to develop my:
 Conversational skills Written skills
 Cultural knowledge Other skills:

Accommodation

List the code-names of your preferred accommodation:

Choice 1: Choice 2:

Choice 3: Choice 4:

Arrival date at accommodation:

Departure date:

In the case that your accommodation preferences are not available, =elemadrid= will find an alternative.
 Please complete the following with yes or no. Let the field empty if not important to you:
 I prefer to live near =elemadrid=
 I prefer a quiet place
 I prefer a private bathroom
 I prefer to live with non-smokers
 I prefer a place without children
 I prefer a place without pets
 I want to have contact with my host

Family/Flat-sharing only:
 Other personal information for your host/flatmates (eg. allergies, dietary restrictions etc.):

I'm a smoker I'm non smoker

Spanish Language Courses

As Bs Rs
 A B
 C5 C10
 P10 P20 P30
 P (Private) hours per week:

Course dates (day-month-year):
 Date of first class:

Date of last class:

Total number of weeks:

Other services

Airport pickup (75 EUR)
 Please send me Gramática Lola in advance (postage on request)

Costs (my own calculation)

Registration fee: 50 €
 Course:€
 Accommodation:€
 Other services:€
Total:€

I have read and hereby agree to all conditions.

Date:

Signature:

Other comments:

Emergency contact information. Please indicate the full name, city, phone number and email of the person you wish to be contacted in case of emergency during your stay with =elemadrid=

Deposit payment (180 €). See enclosed money transfer confirmation Please charge my credit card
 Card type: Eurocard/Mastercard American Express Visa Diners Club

Name on card: Card number: Expiry date: __/__/__

Date:/...../..... Signature

Phone contact.
 Please call me on (date)..... at (my local time)..... for information regarding:
