



King's Training

FREQUENTLY ASKED QUESTIONS (FAQs)

1) What does it mean to be a Cervantes Institute Accredited Centre?

Centres accredited by the Cervantes Institute:

- Fulfil specific quality requirements in the teaching of Spanish as a Foreign Language
- Satisfy the legal requirements necessary for running a language academy
- Have suitable teaching resources available
- Provide a team of teachers who are graduates and who have received the relevant training
- Offer a teaching curriculum that assures academic progress
- Establish a maximum number of students per class
- Ensure that advertising reflects the services offered
- State clearly the course prices and additional services

The Cervantes Institute renews accreditation every four years after having carried out a thorough evaluation of the centre and having issued a favourable report.

2) What teaching formats does King's Training offer for Spanish?

King's Training offers both face-to-face courses in addition to mixed (face-to-face and distance learning) and distance learning alone. The face-to-face format is offered as *One-to-One Classes*; *Closed Groups* – organised on behalf of a company or privately (from 2-6 students) and *Open Groups* where new students may join at the beginning of each term (from 4-8 students). Face-to-face courses are given in company or at our centres in Madrid and Barcelona. In the mixed and the online learning formats we also offer *telephone classes* and online courses through the Cervantes Institute's *Aula Virtual de Español (AVE)*.

3) What type of Spanish programmes does King's Training offer?

King's Training offers both *General Courses* and *Courses for Specific Purposes*. The General Courses currently offered are *General Spanish* at all levels (A1, A2, B1, B2, C1 and C2) and *Hispanic Language and Culture* (Levels B1, B2, C1 and C2). *Courses for Specific Purposes* include *Business Spanish* (Beginners, Intermediate and Advanced), *Preparation for D.E.L.E.* (A1, A2, Elementary or B1, Intermediate or B2, C1 and Advanced or C2) and *Cultural Awareness* (in English for those with an Advanced Level of English or native speakers) *Residential courses* are offered at all levels. The objective of these is to combine language studies with social and cultural activities. It is also possible to undertake a *work experience programme* with King's Training; this combines a Spanish course with professional work experience at the company headquarters (Levels B1, B2, C1, C2).



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4) How long are the Spanish Courses?

Our *One-to-One* and *Closed Group* courses can be **extensive** (from one term to one academic year) or **intensive** (from one to four weeks with a minimum of four and a maximum of eight contact hours a day). *Open Groups* are offered for a one year period, however students can join a class at the beginning of any of the three terms. **Residential** courses are held for a minimum of 2 days (including weekends) with between 4 and 6 contact hours per day. **Intensive summer** courses last between 20 and 80 hours, providing 4 contact hours per day for the duration of the course.

5) What are the dates and timetables for King's Training courses?

King's Training offers *One-to-One* classes or *Closed Groups* starting on **any day of the year**. Students wishing to join *Open Group Extensive* Courses may do so at the beginning of each term - October, January or April- or an *Intensive Course* starting every Monday. *Intensive Preparation Courses for the D.E.L.E.* are held on specific dates relative to the Cervantes Institute examination dates. Please **register** at least four weeks in advance to ensure a place for your preferred timetable.

6) How long does a session last? What is the recommended weekly attendance?

A class lasts **a minimum of 60 minutes** and **a maximum of 3 hours** (in a 3 hour class there is a 15 minute break in the middle). A 90 minute class is considered to be the most effective. In general, classes are held two or three times a week for elementary students and once or twice a week for more advanced levels, although this depends on the specific needs and goals of each student and the course type.

7) Are there specific preparatory courses for examinations that accredit the student's level of Spanish?

King's Training organizes Extensive and Intensive courses for all three levels of the **D.E.L.E. Preparation**: A1, A2, Elementary or B1, Intermediate or B2, C1 and Advanced or C2.

The Diplomas in Spanish as a Foreign Language (D.E.L.E.) are official qualifications awarded by the **Cervantes Institute** on behalf of the **Spanish Ministry of Education**. These diplomas accredit the student's degree of competency in the Spanish language and are recognized globally by private companies, Chambers of Commerce and public and private school systems. The Diploma is valid indefinitely. For more information see: <http://diplomas.cervantes.es/general/descripcion.jsp>



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8) What exactly is the format of the online courses offered by the *Aula Virtual de Español (AVE)*?

The *Aula Virtual de Español (AVE)* is a study tool created by the Cervantes Institute, which offers various Spanish courses for each of the CEFR Levels (A1, A2, B1, B2 and C1). Each course is approximately 30 hours long and should be completed in a 3 month period. The courses are offered in different formats: online, mixed approach, and as an add-on to face-to-face classes. It is an extremely flexible study tool, suitable for a wide variety of students. It offers more than 8000 screens with **multimedia and interactive activities**: videos, listening exercises, reading passages, a variety of other exercise types and games. Use of the materials is guided and supervised by an **online tutor**, who provides continuous assessment and evaluates the student's progress with the assessment tests available for each unit. Automatic assessment is also built in to the programme. **Communication tools** such as e-mail, forums and chats, together with an entry **level test** are offered by the *Aula Virtual de Español*. For more information see: <http://www.ave.cervantes.es/>

9) Can King's Training help me to find accommodation?

King's Training can reserve accommodation for students in **hotels** and **apartments** near our centres, with Spanish **families** in the city centre, or in the case of a residential course in the **teacher's home** or another form of accommodation such as a **rural house or a spa**. It is also possible, through King's Training, to contract the services of a **relocation company** for individuals interested in moving to Madrid on a long-term basis.

10) What other services does King's Training offer in addition to its language courses?

In addition to the weekly classes, King's Training offers a series of **Cultural and Leisure Activities** accompanied by one or more teachers. These programmes are designed specifically to address the needs and preferences of individual students.

11) What teaching method does King's Training use at its centres?

The King's Training courses are based on the **Communicative Method** which includes the practice of all five skills (listening, reading, spoken production, spoken interaction and writing) through a **task based focus** that takes into account the different **environments in which a student must perform: professional, public, educational and personal**. The specific methodology used in our centres is explained in our **Curriculum** and our **Teaching Plans**, in addition to our **Academic Procedure Manual**. All of these documents have been drawn up with the **Common European Framework** and the **Reference Levels for Spanish** from **the Cervantes Institute Curriculum** in mind. They are reviewed periodically by the Spanish Department pedagogical team, and have been checked by the Cervantes Institute during the King's Training accreditation process.



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12) What requirements do King's Training instructors have to meet?

All of our teachers are Spanish **native speakers** with **university degrees** in Hispanic Philology or other qualifications related to Spanish Language and Literature and/or Pedagogy. Additionally, they have **specific training** in the Teaching of Spanish as a Foreign Language and possess **at least two years experience** in the field of teaching, either abroad and/or in Spain. The majority of our teachers speak several languages and are familiar with e-learning methodology for the study of the Spanish language.

13) Can the client-company have access to the attendance records and progress reports?

The company may have access to all the information relevant to the students' attendance and progress, either in **printed form** or in **electronic format** through our webpage.

14) Does King's Training offer a certificate on completion of a Spanish course?

The centre provides an Attendance Certificate on the completion of a Spanish course, where the type of programme studied, the dates, level and length of the course together with the percentage of the total hours attended are specified. If a final examination on the course content is taken, a Progress Certificate will be issued.

NB: The only certificates officially recognised by the Spanish Ministry of Education are those issued by the **Cervantes Institute** (*Diplomas de Español como Lengua Extranjera - D.E.L.E.*) or by the **Escuela Oficial de Idiomas** (*Diplomas Elemental y Superior*)

15) Are any discounts offered by King's Training?

King's Training offers **various types of discounts** depending on scheduling and the number of contact hours per month, the location of the class and the volume of courses contracted by any one company.

16) What other languages in addition to Spanish does King's Training offer?

In addition to Spanish for Foreigners, King's Training offers the following language courses: **English, French, German, Italian, Portuguese, Catalan, Chinese and Japanese.**