

THE PHILIPPINES

The Philippines Islands became a Spanish colony during the 16th century. They were ceded to the United States in 1898 following the Spanish-American War. In 1935 the Philippines became a self-governing commonwealth. In 1942, the islands fell under Japanese occupation during World War II and U.S. Forces and Filipinos fought together during 1944 - 1945 to regain control. On 4th of July in 1946, the Republic of the Philippines attained its independence from the United States.

For this reason, Philippine culture is combination of Eastern and Western cultures and also displays significant amount of Spanish and American influences. Filipino and English are the official languages; Filipino is a standardized version of Tagalog which is spoken mainly in Metro Manila and other urban regions. Both Filipino and English are used in government, education, print broadcast media and business.

>> BAGUIO

CLIMATE

The average temperature is from 15-26°C and it can drop down to 8°C from December to early February.

LOCATION

240km to the north of Manila, mountain terrain with lot of pines.

LANGUAGE / DIALECT

- · Ilocano 55% & Tagalog 25%
- · Other dialects 20%
- · English widely used

>> CLARK

CLIMATE

The average temperature is from 25-32°C, most of the time, the weather is clean, dry and a little bit hot.

LOCATION

95km to the north of Manila, hilly terrain, next to Clark International Airport

LANGUAGE / DIALECT

- ·Kapampangan 70% & Tagalog 25%
- ·Other dialects 5%
- ·English widely used

HELP is more than just a school where students learn English, as it is also a place that enhances the quality of their lives through a better education and inspiring experience. HELP connects passionate and innovative people to the global society by pursuing and sharing the knowledge and communication skills that are valued by the international community in the 21st century. As the school's founder and CEO, I am committed to offer more effective exclusive and excellent HELP.



Contents

Why HELP?	04
History of HELP	05
BAGUIO	
Baguio City	06
Baguio Campus	07
Building Facilities	08
CLARK	
Clark City	10
Clark Campus	
Building Facilities	12
HELP Education System	15
ESL (English as a Second Language)	19
IELTS (International English Language Testing System)	21
TOEFL (Test of English as a Foreign Language)	23
TOEIC (Test of English for International Communication)	25
Junior Program	27
Family Program	29
TESOL	31
Activities in Baguio	32
Activities in Clark	34
Registration	35
Guide	36

WHY HELP?

THE LONGEST HISTORY

HELP has been in operation for 25 years and pioneered the Spartan Education system. HELP is well-experienced in managing and supporting students with 50,000 graduated students through years.

LOCATIONS WITH FULL SECURITY

Campus' locations are in the most secured area in the Philippines with nice weather, as well as provide different experience to students with a focus studying atmosphere.

ORIGINAL SPARTA SYSTEM

Original Sparta System with strictly rules to push students for the highest results during the period of studying.

RELIABLE LANGUAGE SCHOOL

HELP formally registered with the TESDA of the Philippine Ministry of Education. HELP can legally issue a SSP (Special Study Permit) after accepting foreign students.

OFFICIAL IELTS TESTING VENUE

Being the official testing venue of IELTS IDP, HELP has the ability to enrich the materials for test course preparation. All the teachers are under frequent training from IELTS Examiners.

HIGH QUALITY EDUCATION SERVICES

We provide English Course (ESL, IELTS / TOEIC / TOEFL, Score Guaranteed Program), Online English (ESL, IELTS), Diploma & Degree Training Program (International Pathway) and Schooling Program (K1 to K12).

FAMOUS JUNIOR CAMP PROGRAM

HELP always has the most successful Junior Program every year, the quality of teaching, well-care services and operations are delivered to each junior students and it's the biggest key for the achievement of HELP.

WELL-TRAINED TEACHERS

HELP has more than 150 teachers, 80% teachers with 6-9 years of experience in teaching. Teachers' voice & accent is at international level, and can be compared to a native speaker.

INTERNATIONAL SCHOOL PROGRAM

Gentry International School is a member of ISA (International School Association), it provides a full education to juniors from 6 to 18 years old students, with the most advanced training system.

HISTORY OF HELP

The oldest and most trusted English Academy in the Philippines

1996	 Founding of the first SPARTA institute in the Philippines. Opening of PNU office. 	2002	 Partnership of HELP Clark with Central Luzon College of Science and Technology. TMC Academy MOU signed in Singapore.
2001	 Accreditation from TESDA. Officially offered training to beginner & intermediate levels. 		· Baguio campus expansion.
	· Certified by Philippine Department of Education (DEPED)	2013	 Authorize to be Official Test Venue for IDP IELTS. Launched ITT (Interpretation & Translation Test) Course and
2002	· HELP Junior Program launching.		Center.
	· Open TOEIC & TOEFL Training Course.		
		2014	· Canada Concordia International College signed MOU.
2005	· Opening of HELP Seoul Office.		· ETS TOEFL test international authorized testing center
		1 -6	designation.
2006	· Partnership with AILA (TESOL) in Australia.	1	
	· Partnership with EIGO (Internet English) in Japan.	2015	Launched International Senior Highschool in Baguio.
		64	. Acquisitions Gentry International School.
2007	· Opening of Baguio campus with capacity of 400 students.		
	Open IELTS Training Course.	2016	. Re-designed Top-Up program and signed with UK,
			Switzerland and USA Universities.
2008	· Opening of HELP Institute Korea.	- CAM	
	Opening of HELP TOEIC Academy in Busan.	2018	. 400 students enroll to Junior Program during Summer time.
	· Start of HELP Talking On Video English service.		. Built new building for High School of Gentry International
		THE STATE OF	School.
2010	· VIVA College MOU signed Australia.		
VAIN	· Award as one of the BEST Schools in Cordillera, Philippines.	2020	. Built the new school for Kindergarten & Primary School for
Val	· Open TESOL course (specialist test course).	CHEON	Gentry International School.
	9 선수병이 사라하고(Ala		LIFA E 17
2011	· Opening of Clark campus with capacity of 200 students.	2021	. Upgrade all current facilities of campuses to high standard.
	· Authorize to be ETS TOEIC S/W Testing Venue.		. Opgrade an ourrent facilities of earnpases to riight standard.
1	· Officially affiliated with IDP IELTS Registered Agent.		유막 연구
	Officially affiliated with IDF IEETS negistered Agent.		



BAGUIO CITY

Baguio city has grown to be one big community of learning and has been dubbed as the educational hub of the North Luzon. Baguio has a unique study area which natural environment.

A student can commune with nature while studying. Despite the worldwide problem pertaining to the environment, Baguio is able to maintain a good state of cleanliness and greenery. Baguio which has many pine trees is also called the "City of Pines", provides the most pleasant climate in the Philippines. Study in Baguio with affordable price, since it is far from the capital city (Manila), most goods and services are cheap. Moreover, the city is one of the safest provinces in the country, as it has the lowest crime rate in the Philippines.

SIX REASONS

Why you have to choose Baguio City?

- 1. Unique natural environment for studying
- 2. Cheaper products and services compared to Manila
- 3. Few place for nightlife, less distraction
- 4. Ideal for rest and recreation of student
- 5. Lowest crime rate in the Philippines
- 6. Youngest city in the Philippines



BAGUIO CAMPUS

The HELP building was designed to conform with the geographic terrain of the lot to give a more impressive and environmental beauty. Baguio campus is a 7-storey-owned building. It includes a IELTS Testing Venue Center with built-in facilities for the official test, a multi-purpose room to serve as a library, a study hall and a fully equipped gym. The HELP Building is located 30 minutes from Baguio City. As such it is highly conducive for studying because of the quiet an peaceful ambience and cool climate.

As the biggest among all HELP campuses, Longlong offers diverse programs ranging from ESL to postgraduate level courses. International College of London, HELP English Junior School, IDP IELTS Official Test Venue, and HELP headquarters, altogether, call the campus home and collaborate with each other to provide students a unique and premium education.



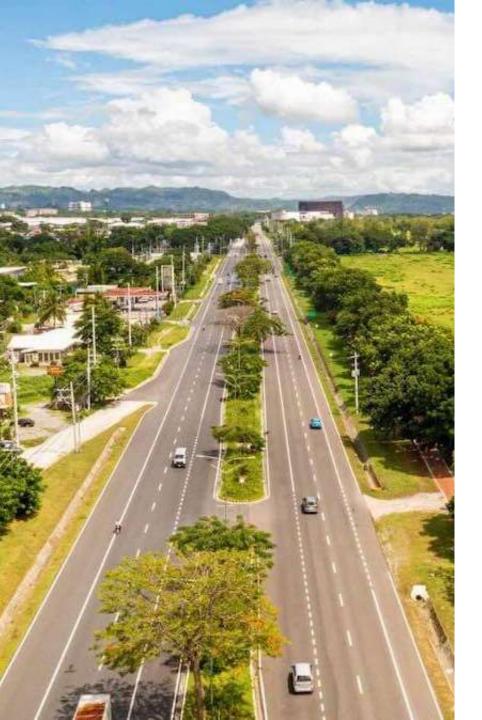












CLARK CITY

Clark is setting out to become the hub for business, aviation, education, industry and tourism in the Philippines as well as a leisure, entertainment, and sports center of Central Luzon.

Furthermore, it is recognized as a first class, highly-urbanized international city with Filipino and foreign residents from around the world. Clark is considered one of the most progressive areas in the country. It is the gateway to the Philippines from various Asian countries with continuous development of international transport routes. With its own international airport, a well-designed urban planning, and located just a couple of hours away from Manila, it's a prime choice for tourists, businesses investors, and foreign students.

SIX REASONS

Why you have to choose Clark City?

- 1. Modern infrastructure facilities and service.
- 2. Hub of aviation, education, and tourism.
- 3. International Airport inside Clark.
- 4. Highly-urbanized international city.
- 5. Zero-percent crime rate.
- 6. Attractive entertainment place and spot.



CLARK CAMPUS

HELP Clark is the home of quality education where students are trained to become elective international communicators and become top leaders in the future. It helps individuals to be and courageous enough to face challenges head on by speaking their hearts and minds out to whichever nationality they meet on their way to success.

HELP Clark is strategically situated in a former US Military Base with American-like surroundings and ambience. Five minutes away from the International Airport and 1.5 to 4 hours away from other major Asian destinations. Clark also boasts a wide array of leisure and business activities which makes it a perfect approach to delivering the top caliber education that we promote with our students.















HELP English Language Program, adapted the Sparta System when it first started its operation in 1996.

0

Assessment & Evaluation

- · Placement Test upon enrollment Level 1~9.
- · Tuning levels based on student performance.
- · Qualifying Test at the end of the month to assess student's performance.

0.0

· Personal Report with 1:1 counseling on English Skills

Curriculum & Contents

- · 4 Individual Classes + 1 Group Class + 1 Pronunciation Class + 1 Special Class.
- · English and Expression Pattern Check.
- · 150 textbooks cover from Beginner to Advanced levels for TOEIC, TOEFL, IELTS.

Life & Study

C2

C1

B2

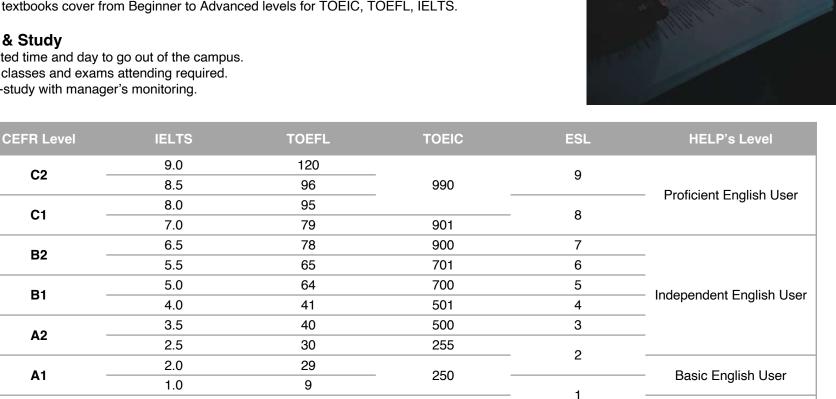
B1

A2

A1

Pre A1

- · Limited time and day to go out of the campus.
- . Full classes and exams attending required.
- . Self-study with manager's monitoring.



0



Pre Basic English User

HELP has unique classes and structure for Sparta System.

Morning Reading Class

The Morning Reading Class (MRC) is a structured reading activity that aims to expose students to various perspectives on complex topics and help them practice analyzing the concept of point of view. The class includes activities such as improving pronunciation, intonation, blending, speed reading, fluency, shadowing, and vocabulary. By participating in these activities, students can develop crucial skills for reading and language learning, and improve their comprehension and communication abilities.

Small Group Classes

This small group class is designed for students to improve their English language skills in grammar, pronunciation, speaking, and vocabulary. The class aims to help students overcome their fears and doubts about speaking English, enabling them to gain confidence and proficiency in using it as a second language. The class will focus on speaking fluently, expanding vocabulary, understanding grammar, and correcting pronunciation errors with the help of the teacher.

Mandatory Self-Study

In the self-study technique, students manage their own learning outside the classroom and without any supervision. The kids are required and encouraged to do this task so they can reflect on the teachings they learned throughout the day. Since they are performing the self-study independently, this activity also gives students the freedom to select the subjects they wish to learn more about and to learn in the manner they like.

Individual Classes

With the help of our qualified teachers, four target skills are to be taught; Speaking, Listening, Writing, and Reading. During an ESL/Test Courses class, students are engaged in a series of activities and exercises that act as building blocks. Step by step, students apply the four target skills learned in previous classes to the challenges in each new session.

Special Class

This class is designed to help students to improve their spoken English skills, with a focus on pronunciation, vocabulary, conversation skills, fluency, and confidence building. In this class, each month, you can expect to participate in various activities that complement your one-on-one learning experience, and you have the freedom to choose your preferred learning approach according to your individual needs. The class takes place in the afternoon at 5:00 pm.

Vocabulary Test

Students must recall and comprehend 20 words per day from Monday to Thursday by having through the vocabulary test. On the student's first day, the school will give them the required daily materials. Students will have the chance to pick up new vocabulary in this activity, which will also help them grasp it better and apply it to their daily lives.

HELP has unique classes and structure for Sparta System.

Daily Schedule

The schedule is for Monday to Friday, there is no class at the weekend. The schedule can be adjusted.

Students will take placement test at the first day, then take Qualifying tests every 4 weeks.

TIME	ACTIVITY
6:40 - 7:20	Breakfast at Cafeteria
7:30 - 8:10	Morning Reading Class
8:20 - 9:00	1 st Individual Class
9:10 - 9:50	2 nd Individual Class
10:00 - 10:40	Self - Study
10:50 - 11:30	Self - Study
11:30 - 12:00	Lunch at Cafeteria
12:15 - 12:55	3 rd Individual Class
13:05 - 13:45	Self - Study
13:55 - 14:35	Self - Study
14:45 - 15:25	4 th Individual Class
15:35 - 16:15	Self - Study
16:25 - 17:05	Small Group Class
17:15 - 17:55	Special Class
17:55 - 18:30	Dinner at Cafeteria
19:00 - 19:40	Mandatory Self - Study
20:00 - 20:30	Vocabulary Test
20:30 - 23:30	Self - Study



HELP's curriculum focus on the building of a strong academic foundation to students to help them achieve higher results in the future.

















ESL

English as a Second Language

Program Information

English as a Second Language is the use of English by speakers with different native languages.

Language education for people learning English may be known as English as a Second Language (ESL), English as a Foreign Language (EFL), English as an Additional Language (EAL).

All students (from level 1 to 9) can join HELP's ESL program. Also, HELP English School offers Speaking Intensive program to students who want to develop their speaking skills more than the other 3 main skills in English. Every day, students have 4 - 5 individual classes focusing on Macro Skills (Reading, Listening, Writing and Speaking) while a group class give students a chance to practice their public speaking skills. In addition, HELP's intensive reading class promotes students' reading - writing skills and Special classes that are supplemental to develop other related skills of students.

This ESL Program is an intensive immersion program that is perfect for active learners who want to participate more in classes exploring wide range of topics and real-life situations to prepare students for complex international experiences.

Offered in Baguio and Clark Campus. Good for Beginner to Advanced Level students.



ESL

English as a Second Language

COURSE		ESL GENERAL	ESL INTENSIVE	BUSINESS ENGLISH
Campus			HELP Clark & HELP Baguio	
Total class per day		9 classes	10 classes	9 classes
	Individual class	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (2)	Listening (1) Reading (1) Writing (1) Speaking (1)
	Group Class		Pronunciation & Speaking (1)	
atory	MRC Class	Prac	ctice Pronunciation and Expression	າ (1)
Mandatory	Special Class		Learning English in daily life (1)	
	Vocabulary Test	30	0 minutes Vocabulary Test Daily (1)
	Self Study	1 hour	1 hour	1 hour
	Level Test		Every 4 weeks	

⁻ ESL Course has 9 levels, after level 5, student can change to more academic content.

⁻ Every 4 weeks, students will take Level Test to evaluate their study performance, if they pass the qualified score, they will move to the next level with more advanced lessons.

IELTS

International English Language Testing System

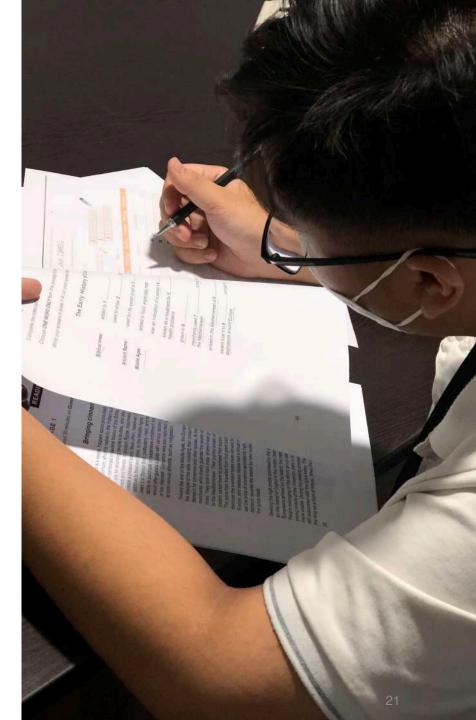
Program Information

IELTS is an internationally recognized English proficiency exam that developed by University of Cambridge ESOL Examinations, the British Council and IDP (IELTS Australia).

For those who consider working or studying abroad, the IELTS test is one of the most challenging and valuable feats. At HELP, student can practice and take the test in the same place to boost score as our campus is an official Venue for the IDP IELTS test.

The majority of HELP teachers have undergone intensive training in IELTS and scored above 8.0 on the test. Moreover, results have shown that HELP students get an average score of 6.5 to 7.0 in the duration of 3 months due to the fact that they take mock test on a weekly basis and study with our IELTS expert teachers.

Offered in Clark Campus: Beginner and Intermediate Levels
Offered in Baguio Campus: Advanced Levels
Good for anyone wants to go abroad to study, work or to migrate.



IELTS

International English Language Testing System

	COURSE	IELTS BEGINNER	IELTS INTERMEDIATE	IELTS ADVANCED	IELTS GUARANTEED
	Campus HELP Clark & HELP Baguio		HELP Baguio	HELP Baguio	
	Entry Level	IELTS 3.0	IELTS 4.5	IELTS 6.0	Depend on Score*
То	tal class per day	9 classes	9 classes	9 classes	11 classes
	Individual class	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (1)
	Group Class		Pronunciation	& Speaking (1)	
atory	MRC Class	Practice Pronunciation and Expression (1)		on and Expression (1)	
Mandatory	Special Class		Learning Englis	h in daily life (1)	
	Vocabulary Test		30 minutes Vocabi	ulary Test Daily (1)	
	Self Study	1 hour	1 hour	1 hour	3 hours
	Mock Test	x Test Bi-weekly		We	ekly

- Student must meet the requirement score to enter IELTS Courses.
- IELTS Guaranteed Program has some conditions that student must complete to receive the Guaranteed Benefits.

TOEFL

Test Of English as a Foreign Language

Program Information

TOEFL developed by America ETS (Educational Testing Service) measures English abilities at the University level for non-native people who plan to enter University or Graduate School in America, Canada, Australia, England and etc.

HELP's TOEFL program is designed to equip the student with test taking strategies and techniques to achieve the students' target score while enhancing their English proficiency holistically through a specialized curriculum.

The TOEFL test is essential for students who want to apply to Universities in U.S.A. as over 90% of American Universities accept international students based on their TOEFL scores. Developed by a TOEFL perfect score instructor, HELP's TOEFL Preparatory program will fasten students' academic

Offered in Clark Campus: Beginner and Intermediate Levels Offered in Baguio Campus: Advanced Levels Good for anyone wants to go abroad to study, work or to migrate.



TOEFL

Test Of English as a Foreign Language

	COURSE	TOEFL BEGINNER	TOEFL INTERMEDIATE	TOEFL ADVANCED	TOEFL GUARANTEED	
	Campus HELP Clark & HELP Baguio		HELP Baguio	HELP Baguio		
	Entry Level	TOEFL 30	TOEFL 45	TOEFL 60	Depend on Score*	
То	tal class per day	9 classes	9 classes	9 classes	11 classes	
	Individual class	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (1)	
	Group Class	Pronunciation & Speaking (1)				
atory	MRC Class	Practice Pronunciation and Expression (1)				
Mandatory	Special Class		Learning Englis	h in daily life (1)		
	Vocabulary Test		30 minutes Vocab	ulary Test Daily (1)		
	Self Study	1 hour	1 hour	1 hour	3 hours	
	Mock Test Bi-weekly		We	ekly		

- Student must meet the requirement score to enter TOEFL Courses.
- TOEFL Guaranteed Program has some conditions that student must complete to receive the Guaranteed Benefits.

TOEIC

Test Of English for International Communication

Program Information

The Test of English for International Communication (TOEIC) is an English language test designed specifically to measure the everyday English skills of people working in international business or planning to use English to communicate with others.

This TOEIC Preparatory program HELP is designed to provide students with a solid foundation in English and test taking skills for TOEIC by utilizing up-to-date materials.

Students not only practice the test materials but also learn real English in simulated situations which make the program a little bit ESL Flavored.

Offered in Clark Campus: Beginner and Intermediate Levels
Offered in Baguio Campus: Advanced Levels
Good for anyone wants to work in international working environment.



TOEIC

Test Of English for International Communication

	COURSE	TOEIC BEGINNER	TOEIC INTERMEDIATE	TOEIC ADVANCED	TOEIC GUARANTEED	
	Campus HELP Clark & HELP Baguio		HELP Baguio	HELP Baguio		
	Entry Level	TOEIC 350	TOEIC 500	TOEIC 750	Depend on Score*	
То	tal class per day	9 classes	9 classes	9 classes	11 classes	
	Individual class	Listening (1) Reading (1) Listening (1) Reading (1)	Listening (1) Reading (1) Listening (1) Reading (1)	Listening (1) Reading (1) Listening (1) Reading (1)	Listening (1) Reading (1) Listening (1) Reading (1)	
	Group Class	Pronunciation & Speaking (1)				
atory	MRC Class	Practice Pronunciation and Expression (1)				
Mandatory	Special Class		Learning Englis	h in daily life (1)		
	Vocabulary Test		30 minutes Vocab	ulary Test Daily (1)		
	Self Study	1 hour	1 hour	1 hour	3 hours	
	Mock Test	Test Bi-weekly		We	ekly	

- Student must meet the requirement score to enter TOEIC Courses.
- TOEIC Guaranteed Program has some conditions that student must complete to receive the Guaranteed Benefits.

JUNIOR PROGRAM

Intensive English Course with Exciting Activities for Juniors

Program Information

HELP Junior Camp is a special program of HELP English Academy. Its purpose is to increase the learning abilities, develop communication skills, improve English skills, and help young learners be more confident in expressing themselves in an international environment. Aside from learning, students will take part in outdoor activities to regain energy after studying and experience a new culture..

During the weekend (Saturday and Sunday), student will take part in outdoors activities and sports. Student will travel to the nearby tourist spots of the City (Water Park, Culture Park, Super Market, Museum...) or famous tourist spots like Subic, Hundreds Islands... or join to Sport Festival, Outdoors BBQ, Pizza Party ...

Offered in Clark Campus and Baguio Campus. All levels of juniors can participate to this program.



JUNIOR CAMP

Intensive English Course with Exciting Activities for Juniors

	COURSE	GENERAL ESL	INTENSIVE ESL	INTENSIVE IELTS
	Campus	HELP Clark HELP Baguio		HELP Clark & HELP Baguio
Entry Level		No requirement	No requirement	IELTS 3.0
7	Total class per day	11 classes	11 classes	11 classes
	Individual class	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (1)	Listening (1) Reading (1) Writing (1) Speaking (1)
	Group Class		Pronunciation & Speaking (2)	
atory	Activity Class	Art, Sport Activities (1)		
Mandatory	Evening Class	Enforcement Writing Activities at Night (2)		
	Vocabulary Test	30 minutes Vocabulary Test Daily (1)		
	Self Study	1 hour	1 hour	1 hour
	Mock Test	Bi-weekly		

- Junior Program is opened every summer and winter.
- There are some specific admission date for this program.
- Juniors will study and live under the management of school without parents.
- Students will have activities in some famous tourist spots in the Philippines every weekend.

FAMILY PROGRAM

English Course Customize For Family

Program Information

This special program is for parents and children who want to learn or improve their English language skills together. Parents can study English and can take care of the children at the same time while the children also have a good time to improve their English abilities.

Parents and their children will live on campus and take English classes. Parents can provide excellent care for their children and directly monitor their progress.

The course will be taught by experienced teachers who will employ a variety of methods to assist children and parents in improving their English skills such as listening, speaking, reading, and writing. These courses are frequently tailored to each student's unique needs and goals, allowing both children and parents to progress at their own pace.

Offered in Baguio and Clark Campus. Good for Beginner to Advanced Level students.



FAMILY PROGRAM

English Course Customize For Family

		PARENT	KID (Option 1)	KID (Option 2)
Campus			HELP Clark	
	Entry Level		No requirement	
7	Total class per day	5 classes	5 classes	7 classes
	Individual Class	Listening (1) Reading (1) Writing (1) Speaking (2)	Listening (1) Reading (1) Writing (1) Speaking (2)	Listening (1) Reading (1) Writing (1) Speaking (2)
	MRC Class	N/A	N/A	N/A
onal	Special Class	N/A	N/A	N/A
Optional	Vocabulary Test	N/A	N/A	N/A
	Self Study	1 hour	1 hour	1 hour
	Evening Class	N/A	N/A	Enforcement Writing Activities at Night (2)
	Level Test		Every 4 weeks	

- Parents can give maximum 3 classes to children.
- During summer and winter, children can join to the activities of Junior Camp if there is a vacant seat.
- Kid (Option 1) is the standard option for all children under Family Program, there will be extra payment for Kid (Option 2).
- Family's members can choose to have ESL, Business or Test Courses to study.
- Parents can go out of the campus during weekdays but must come back to campus before 20:00

TESOL

Teaching English to Speakers of Other Languages



The students get the opportunity to gain comprehensive knowledge of teaching techniques and strategies that helps in sharpening their skills related to the task of listening, reading, speaking and writing.

Our TESOL program will cover all the necessary knowledge for the students such as the lesson plans, academic preparation, classroom management, and other techniques applicable at all levels of language learning for all ages of students. Since student management is a very complicated task, this course explores all such techniques.

This program provides a practicum experience with students to enable them to demonstrate and apply their skills in real-world roles.

Offered in Baguio Campus for advanced level students only. Good for anyone wants to be a professional English teacher.



	COURSE	TESOL
Campus		HELP Baguio
Entry Level		IELTS 6.0
Т	otal class per day	11 classes
	Individual class	Listening (1) Reading (1) TESOL (1) Reading (1)
<u>~</u>	Group Class	Pronunciation & Speaking (1)
Mandatory	Group Class	Practice Pronunciation and Expression (1)
Man	MRC Class	Learning English in daily life (1)
	Special Class	30 minutes Vocabulary Test Daily (1)
	Vocabulary Test	Pronunciation & Speaking (1)
	Self Study	1 hour

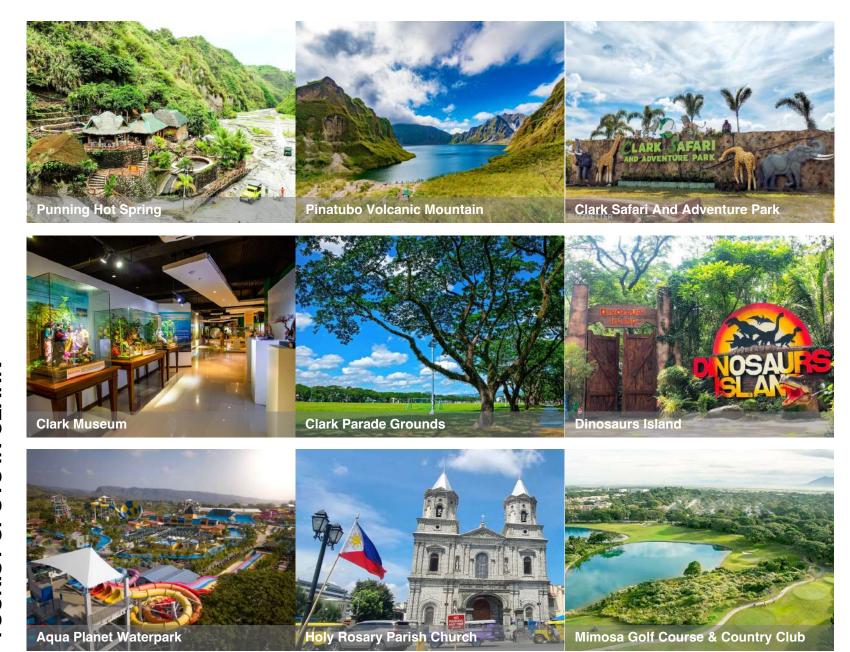












ENROLLMENT

Registration

- 1. Student contacts to study abroad company (agency) in the country and inquire about the study program in the Philippines at HELP English.
- 2. Student gets consultation from the agency and registers to the application form, after that student needs to pay 100\$ as the enrollment fee to secure the application.
- 3. After 1 business day, student will receive the enrollment letter from school (Letter of Enrollment) and will book flight ticket to go to the Philippines.
- 4. 2 weeks before the departure day, student needs to pay all the tuition fee of the registered program.
- 5. Student takes flight to the Philippines, gets picked up by school and after that start the study period at HELP.

Contact Information

Baguio Campus:

· Address: Lamtang Rd., La Trinidad, Benguet, Philippines ·

Telephone (Office): (001) 63- 74- 352- 3072 · Internet-Phone (Office): 070- 8251- 5640

Clark Campus:

· Address: Bldg 5272 C.M. Recto, Clark Freeport Zone, Pampanga

Website: www.helpenglish.org
Email: baguiohelp@gmail.com
Facebook: fb.com/helpenglish1996

Cancellation and Refund Policy

- 1. When the student cancels the study two weeks prior the starting date, tuition fee will be refunded 100% except the enrollment fee 100\$.
- 2. When the student cancels the study two weeks to seven days before the starting date, tuition fee will be refunded 50%.
- 3. When the student cancels the study seven days to the starting date, tuition fee of the first program will not be refunded, the tuition fee of the other programs will be refunded 100%.
- 4. After the starting day, there will be no refund for the program that has already begun. However, students who stay for more than four weeks will get a refund of 50% for the next program and 100% for the following programs.
- 5. When the student is expelled, there will be no refund for the remain period, student also need to pay for the damage if needed.
- 6. When the student gets an unreasonable amount of discount through an agency, HELP can expel the student for fairness among the students and the reputation of the company.
- 7. When the student decides to stay for less than twelve weeks, there will be no refund.
- 8. After the student fills out the form for the refund request, student may get the refund amount through the agency in 15 days; the whole process should be done through the agency.

TRAVEL GUIDE

TRAVEL REQUIREMENTS	REMARKS
Passport	At least more than six(6)month remaining before the expiration date.
Portrait Photo	Two 2x2 pictures, white background.
Roundtrip Ticket	Ticket for departure and returning to student's country
Cash & Debit Card	Prepare about \$500 / month & International debit card cash withdrawals from ATM (Visa/Master).
LEARNING MATERIALS	REMARKS
Dictionary	Electronic Dictionary for easier translation of words to English.
Laptop	WIFI is available inside the school building and dormitory rooms.
Stationary	Notebooks, Pad Paper, Pencil or Pen are necessary in class.
LIFE MATERIALS	REMARKS
Warm clothing	Prepare 6-7 sets of warm clothing for cold weather (Baguio Campus).
Summer clothing	Prepare 6-7 sets of casual clothing appropriate for warm weather (Clark Campus).
Sports wear	Prepare 2-3 training clothes, jogging pants or sweat shirt for example.
Footwear	2 pairs of shoe. 1 for fitness training, a pair of sneakers for daily use.
Towel	Bring at least five(5) pieces of towel.
Toiletries	A travel sized toiletries to get through the first two week.
Cosmetics	Not all cosmetic brands are available in the Philippines.
Lock	1 personal padlock for securing personal belongings.
Water Container	1 cup or tumbler for personal use.
Lenses or Glasses	It is strongly advised to bring extra pairs if student wears them.



Be HELP



HELP Education Group

The oldest and most trusted English Institute in the Philippines
Baguio Campus: Longlong, Lamtang Road, La Trinidad, Benguet, Philippines.
Clark Campus: 5272 CM Recto Highway, CFEZ, Pampanga, Philippines.

Email: baguiohelp@gmail.com Website: www.helpenglish.org Fanpage: fb.com/helpenglish1996