

PREPARATORY COURSE FOR TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL) INFORMATION

Objectives: Test of English as Foreign Language, referred to as TOEFL, is for non-English speaking students who wish to study, work, migrate to an English-speaking countries and wish to have international recognition of English language proficiency. This course is designed for students who have a good level of English.

Duration: Full time course. There are the following two terms each year.

Term 1: 1 Nov-30 Apr
Term 2: 1 May-31 Oct

There will be no classes conducted during public holidays and school holidays

Lesson Time: Monday to Friday: 9 am to 12 pm, 3 hours a day.

This course consists of four aspects of listening, speaking, reading and writing, including TOEFL examination training to improve students' ability of listening, speaking, reading and writing.

Course Intake: Every month of the year

Admission Requirement:-

- Age: 15 years old above
- The prospective student must sit for a placement test or interview to access their English proficiency level

Mode of Assessment:

- Internal Assessment : Placement test, end-of-term examinations, assignments
- External Assessment : TOEFL Examination, please log on to www.ets.org/toefl/

Course Completion & Certification:

- Local students (Singaporeans & PR) and students with Dependent Pass, attendance must not less than 75% and not absent for more than 7 days in a row.
- International students' (Student's Pass holders) attendance must not less than 90% and not absent for more than 7 days in a row.
- Upon completion of the course, students who fulfill the required attendance and pass all the assessments, will be awarded a certificate by SCI.

Charges:

Items	12 months course (after 7% GST)	6 months Course (after 7% GST)	Remark
Application Fee	\$535 (For those who need student's pass)	\$535 (For those who need student's pass)	Non-refundable
	\$214 (For those who do not need student's pass)	\$214 (For those who do not need student's pass)	
Course Fee	\$9726.30	\$6099.00	12 months subtotal : \$11673.70 6 months subtotal : \$7136.90
Material Fee	\$1070.00	\$535.00	
Examination Fee	\$428.00	\$214.00	
FPS Admin Fee	\$321.00	\$160.50	
Medical Insurance Fee	\$107.00	\$107.00	
Certificate Producing Fee	\$21.40	\$21.40	
Total	\$12208.70 (exclusive of International Students Service Fee)	\$7671.90 (inclusive of GST, exclusive of International Students Service Fee)	

International Students Service Fee of \$535 (including : arrangement of accommodation, airport pick-up, sending to hostel, sending to school for the first time, sending for medical checkup (students who are 15 years and above), collection of Student Pass at ICA, opening of bank account, purchasing of transport card, familiarizing of Singapore's environment)

Fee Protection Scheme (FPS):

As required by the CPE, SCI has set up an “FPS Insurance Account” with “Etiqa Insurance Berhad” as assigned by CPE. For more information on the FPS, please log on to <http://www.cpe.gov.sg/for-students/fee-protection-scheme>

Information to be provided by the applicant:

1. One copy of the duly completed student enrollment application form
2. Photocopy of the student’s passport (First page)
3. Two passport-sized photographs of the student (white background)
4. Parents’ passport photocopy (first page) / parents’ NRIC photocopy
5. The following notarized documents with English translation (To be prepared first. After the approval of student’s pass, relevant information will have to be provided according to ICA’s requirements)
 - Notarized copy of the student’s Birth Certificate
 - Notarized copy of the student’s highest educational certificates (students who are currently studying may request the school to produce a verification letter before the notarization)
 - Notarized copy of the student’s transcripts (students who are currently studying may request the school to produce a verification letter before the notarization)
 - Notarized copy of the student’s or his/her parents’ bank account (saving period must be above 3 months, and above one hundred and fifty thousand RMB dollars inside the account) - only applicable to students holding China passport

19 years above students holding China Passport should provide the following documents:

1. Four notarized documents as mentioned to be authenticated by the Ministry of Foreign Affairs in China or any authorized Foreign Affair Bureau of any provinces. (A non-refundable service charge of \$535 inclusive of 7% GST should the college be entrusted on this matter)
2. Verification of student’s parents’ annual income in both English and Chinese.
3. If the parents are self-employed, relevant business license should be provided.
4. Study plan stating the purpose of studying overseas in both English and Chinese.

Remark: China students who are 19 years & above applying for student pass might need to go to the China Embassy in Singapore for interview.

Applicants should know:

1. The application fee of \$535 or \$214 is non-refundable and non-transferable.
2. After paying for the application fee, the school will verify if the student fulfills the admission requirements. Next, the letter of offer will be issued and the students are required to pay for the outstanding fees.
3. ICA will request for an Issuance Fee of \$60 - \$90 upon the approval of student pass.
4. Students might be required by ICA to go for medical check-up, at a fee of \$40 - \$60.
5. Students who are 16 years and above, a Security Deposit of \$1000 - \$5000 will be required by ICA. For more information, please log on to www.ica.gov.sg. The Security Deposit can be furnished in the form of a Banker’s Guarantee from any bank in Singapore, at a charge of \$224.70 - \$481.50.
6. Students have to sign the student contract and make full payment of all fees one month before the commencement of the course.
7. Local students (Singaporean & PR) and international students who do not need to apply for student’s pass, and have already possessed own medical insurance, they have an option not to purchase the medical insurance from the school, but are required to submit the purchased insurance documents to the school.
8. Payment method: Cheque/Telegraphic Transfer (TT)/NETS/Cash. For every remittance, an extra \$30 must be added for bank commission.