

When to arrive

If possible, you should arrive on a Sunday and leave on a Saturday. This allows accommodation providers time to clear the room before the next guest arrives. Please try to arrive in your accommodation by 22.30. Arrivals after 22.30 will have to pay a late arrival fee of £20.00.

Immigration

When you arrive in England you may have to show:

- Your passport. If you come from the EU, Switzerland, Iceland, Norway or Liechtenstein, you do not need a visa. If you come from any other country, you will need a visa. Please see the enrol/visa section of the school website or check with your local representative for details. If you get a Short-Term Study Visa on arrival, you must tell the immigration officer that you plan to study and you must show the papers from the school.
- The ELC Bristol Certificate of Registration/ Visa letter.
- Proof that you have either paid your fees or that you have sufficient money to pay your fees on arrival at the school.
- Proof that you have sufficient money to support yourself while you are here.
- Accommodation letter confirming where you will be staying in Bristol.
- Parental consent form to travel to the UK for students under 18.

Getting to Bristol

If you have not booked a transfer, the easiest and cheapest way to get to Bristol from both Gatwick and Heathrow is by bus. There is a bus timetable at the back of this document. If you arrive at Bristol Airport, the simplest thing is to take a taxi which costs around £25.00. When you come out of arrivals, walk straight ahead and go outside the terminal building. Cross the zebra crossing and Arrow Cars taxi office is on your left. Students under 18 must be met at the airport so they should book a transfer or the meet and greet service.

What to Bring

In homestays bed linen and towels are provided, but you should bring your own toiletries, phone charger and an adapter plug if you have any electrical appliances, (shaver, hairdryer etc). In self-catering accommodation you should also bring your own towels.

The Weather

The weather in England is unpredictable so you should always bring an umbrella, warm clothes and a waterproof coat. The temperature ranges from around 6°C in winter to 22°C in summer. Occasionally in winter it snows and the temperature can drop to around 0°C and sometimes in summer, if we are lucky, it might reach 30°C!

Pocket Money

We suggest a minimum of £70.00 per week if you are living with a homestay family or £100.00 if you are staying in self-catering accommodation. Of course if you like shopping, bring more!

Lunch

During the break time (10.45-11.15), a local catering company comes to the school and sells sandwiches, drinks and snacks. At lunchtime (12.45-14.00), most students go to the local shopping centre or to one of the many cafés located close by in Whiteladies Road. During July and August, you can also have lunch in the Summer Centre cafe where the cost of a light lunch is around £5.00.

First Day at School

When we send your accommodation information, we also send you a link to a map showing you how to get to school. On the first day of your course, you should go to Abon House (25 St John's Road, BS8 2HD) at 09.00, except between 9 July and 17 August when you should go directly to the ELC Summer Centre (4-5 Worcester Road BS8 3JL). In the morning we test your English level so that we can place you in a suitable class. We also give you an orientation talk about Bristol and life in the school. You are then shown some places to have lunch and in the afternoon you join your class for your first lesson. However, on main starting dates, we take you on a walking tour of the city in the afternoon. You get back to the school around 15.30 and you have your first lesson the following morning. Remember to bring your passport (or national identity card), some cash for lunch, walking shoes and an umbrella, just in case!

Medical Care

- **Pharmacist**
For minor problems, we suggest you talk to the pharmacist in one of the local chemists. Boots the chemist is open 7 days a week and is located close to the school in Clifton Down shopping centre.
- **Doctor**
The school can arrange for you to visit a local doctor (Monday to Friday) usually free of charge.
- **Hospital**
In an emergency, students can go at any time to the Bristol Royal Infirmary (Accident and Emergency department). Emergency treatment is free but if you have to stay in hospital overnight, you may be charged.
- **Medicine**
Medicines prescribed by a doctor currently cost £8.60 per item.
- **Dentist**
The school can make an appointment for you but everyone has to pay for dental treatment which can be expensive.

Insurance

Students who are not from the European Economic Area (EEA) have to pay for non-emergency medical treatment. If you are from the EEA, to avoid these charges, you should bring an EHIC card with you (European Health Insurance Card).

We strongly recommend you take out travel and medical insurance **before** leaving home. Insurance should cover the loss of your fees and flights in case of cancellation or curtailment (shortening of your course), medical expenses, personal injury, personal liability, overseas legal expenses and the loss of personal belongings and money.

If you do not have your own insurance, we can provide you with insurance under our Studentguard+ Student Travel insurance policy. The cost is £5.90 per week including Insurance Premium Tax. You must ask for the insurance at the time you book your course as cover is not available once you arrive in the UK. For full details of the terms and conditions see <https://elcbristol.co.uk/enrol/studentguard-student-travel-insurance>.

Work

We do not encourage you to work as we feel that our full-time work course will keep you busy enough. However, we realise that some students like to supplement their pocket money and also value the contact with local people. Only students from the EU, Switzerland, Norway, Iceland and Liechtenstein or students on a Youth Mobility Scheme visa may work.

Telephone

We want you to have a mobile phone so that if it is necessary, we can always contact you. The cost of a standard mobile phone is around £25.00. We suggest you arrange a 'pay as you go' contract and just buy credit when you need it. If you already have a phone which works in the UK you may just need to buy a SIM card. A SIM card costs about £5.00. Sometimes they are free, it depends on which provider you use. There are many mobile phone shops near the school and when you get here, we will advise you which one to go to so you can find the most suitable contract for you.

Email / Internet

There are 14 student computers in both Pembroke and Abon House and a further 20 computers in the Summer Centre for email/ internet use. There is also free WiFi access so you can use your own laptop/ smartphone.

Examination Fees

You will need to pay these direct to the exam centre when you are here as they are not included in your course fees.

Money / Cash

It is not advisable to carry large amounts of cash around with you or to leave it in your accommodation. The best thing to bring is a credit or debit card. If you are staying for more than a few weeks, we can help you to open a bank account.

Credit Cards

Visa and Mastercard are widely accepted in shops, restaurants and hotels. You can also withdraw cash with these cards from most banks. American Express is not widely accepted. The school accepts Visa and Mastercard payments, but if you pay by a non-UK debit or credit card, you must add 2.5% to cover the charges. There is no extra charge if you pay the school with a UK debit card (Maestro or Cirrus).

Emergencies

Emergency Telephone (24 Hours): **+44 774 7021261**

Emergency Telephone (Airport transfer and arrival difficulties): **+44 779 1702110**

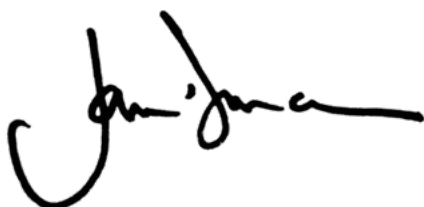
Emergency Telephone (Self-catering accommodation problems): **+44 786 7526436**

Please remember these numbers are for emergencies only.

It is better to contact the school during office hours.

09.00 to 17.30 Monday to Thursday

09.00 to 17.00 Friday



John Duncan - Principal



Margaret Duncan - Director

How to Get Here

If you fly to either Heathrow or Gatwick, an easy and certainly the cheapest way to get to Bristol is by bus.

Cost

Heathrow: Approximately £55.00 return ticket

Gatwick: Approximately £65.00 return ticket

National Express

We suggest you buy your ticket in advance, online. This is especially recommended if you are travelling at a busy time of the year (July/August). If your flight is delayed and you miss the bus, you will always be allowed to take the next available bus. If you prefer, you can buy your ticket on arrival at the National Express office in the airport. The National Express website is: www.nationalexpress.com/airport.

When you get to Bristol bus station, you can take a 'Blue Taxi' to your accommodation (cost approximately £12.00). There are always lots of taxis waiting.

If you wish, you can book the following services:

Airport Transfer

Heathrow - £220.00 Gatwick - £260.00

Our representative meets you as you come through customs. He will have a sign with the ELC logo on it and also the name 'A2B Cars'. He will take you by car to your accommodation in Bristol.

Bristol - £45.00

The simplest thing to do when you get to Bristol Airport is to take a taxi which costs about £30.00. However if you have booked a transfer, go straight to the Arrow Cars Taxi office and give them your name. The Arrow Cars office is on your left just outside the terminal building.

**Please contact your accommodation provider in advance to let them know when you expect to arrive in Bristol. This is very important, as they would like to be at home to meet you when you arrive!
Please also remember to call if you are delayed.**