

 *Your Success is KGIC's Success!*
KING GEORGE INTERNATIONAL COLLEGE

BEDP

BUSINESS ENGLISH
- Diploma Program -



> KGIC ADVANTAGE

- Fine-tune your Business English for a professional career.
- Become a more effective communicator within a professional environment.
- Learn how to negotiate, conduct meetings, and communicate in a clear and assertive way.
- Participate in regular fieldtrips and listen to guest speakers with opportunities to engage in business talk.
- Over 200 hours in-class sessions.
- Over 100 hours of hands-on practicum experience.

> PROGRAM LENGTH

- 12 weeks Diploma program
- 26 ½ hours per week
Monday to Friday
- In class: 8 weeks; 200+ hours
- Practicum: 4 weeks; 100+ hours
- Average 14 students per class

> ENTRY REQUIREMENTS

TOEFL: CBT 173 / PBT 500 / iBT 61; TOEIC: 650; or completed English Advanced Level 4 at KGIC. Any equivalent recognized international test score or a pass on our entrance exam. Interview required

* For current fee information and start dates, please see our fee information and start dates sheet, or visit our website.



> BEDP (8 WEEKS IN CLASS)

1. Writing & Reading Business English
2. Jobs & Careers
3. Telephone & Reception Skills
4. Inter-Cultural Business Communication
5. Business Contexts & Issues
6. Meetings & Problem Solving
7. Sales, Marketing & Negotiations
8. Presentations & Explanations

4 WEEK PRACTICUM

LEADING TO:
Business English Diploma

YOUR GOAL:
To excel in everyday business communication.

* Available at KGIC Surrey



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