

NEW IN VICTORIA  
JUNE 27, 2011

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

# BE

## 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

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

### > ENTRY REQUIREMENTS

Students must have either TOEFL: CBT 173 / PBT 500 / iBT 61 or TOEIC: 650 or completed level 4 at KGIC or any recognized international English language equivalency test score or a pass on our entrance exam. An interview is required.

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



### > BE (4/8/12 WEEKS IN CLASS)

1. Creating a Business Career
2. Technology and Communicating
3. Delivering Quality in Today's Workplace
4. Project Management and Coaching Your Team
5. Sales, Marketing and Negotiations
6. Presenting with Confidence
7. Understanding the Financials
8. Ethics in the Business World

#### 4 WEEK OPTIONAL PRACTICUM

**LEADING TO:**  
Business English Diploma

**YOUR GOAL:**  
To excel in everyday business communication.

\* Available at KGIC Victoria,  
Surrey and Toronto



Contact information: T: 604-608-1135 W: www.kgic.ca E: kgic@kgic.ca