



FULL TIME

Certificate in  
**English**

Your Life Chance  
[www.stei.edu.sg](http://www.stei.edu.sg)

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Cert No. : EDU-2-2078

Validity: 18/03/2016 - 17/03/2020

Enhanced Registration Framework

Cert No. : 200901936C

Validity : 20/05/2014 - 19/05/2018





# WELCOME MESSAGE



A very warm welcome to STEi Institute.

As a prospective student, you may face multi-faceted challenges. A key question that typically races through one's mind is, "Where can I secure relevant, reliable and professional educational qualification?"

We are fully conscious of the immense responsibilities placed on us and we will do our utmost to build on the rich legacy and solid reputation to provide quality services.

## **CHRISTINE TAN**

STEi Institute  
Principal/Managing Director

## **WHO WE ARE**

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We are a Private Education Institution that has established itself as a credible and astute service provider with sound governance and financial standing.

Our team of dedicated lecturers are subject matter experts in both industry practices and didactic approaches to meet your learning needs. Our school also include excellent facilities in a conducive learning environment that meet the standards set by the governing authorities.

## **QUALITY POLICY**

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We, at STEi Institute are fully committed to the provision of high quality, cost-effective and relevant education and training courses for our students and the industries.

At STEi, quality is everyone's responsibility. We take pride in our work and emphasise on problem prevention rather than correction. We are committed to comply with the requirements of our clients, and to continually improve our service quality based on feedback and established benchmarks.

STEi adopts a comprehensive Quality Management System (QMS). All STEi staff must comply with the QMS and strive to continuously improve our quality processes in the most competitive and effective manner.

## **OUR CAMPUS**

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STEi Institute occupies an area of more than 10,000 sq ft and is located in the city area which is accessible by various means of transportation. All our classrooms, workshops and resource room are wireless surf-zone, students can surf the internet through computer stations, own laptops or smart phones anywhere in the institute. The Resource Room/Library is equipped with computers & resource materials for students' research and self-development purposes. STEi workshops are mock-up of restaurant setup, cocktail bar and hotel room.

# ENGLISH

This course aims to equip students with the adequate communication skills in English and to strengthen their English Proficiency in Reading, Writing, Listening and Speaking with confidence. The Certificate in English Course prepares the students in:

a. Understanding and responding appropriately to the purpose in both spoken and written form. Providing information and points of view, both spoken and written communications, on the essential tools required in the field of studies, work and social activities in daily life.

b. Dealing with most situations likely to arise whilst travelling in an area where the language is spoken.

c. Producing adequate connected text on topics which are familiar or of personal interest.

d. Describing experiences on events, dreams, hopes and ambitions and briefly providing reasons and explanations for opinions and plans.

## CERTIFICATE IN ENGLISH

This course is conducted at 3 English Language Proficiency Levels - Basic, Intermediate and Advanced with the terminal objectives for higher academic qualifications and employment in the industry job market.

This course is also designed to prepare students to meet the level of competency in English required by the English Entry Requirement for STEi Institute Diploma courses.

The four skills sets expected from the course attainment are:

- Reading
- Writing
- Listening
- Speaking

### BASIC LEVEL

This syllabus focuses on equipping students the ability to demonstrate their skills in understanding and use of sentences and frequently-used expressions related to areas of most immediate relevance such as providing basic information on personal, family and local geography topics.

### ADVANCED LEVEL

This syllabus is designed for the students to have a better understanding in a wide range of demanding longer texts, both written and spoken, and to comprehend implicit meanings. They will be able to use the language fluently and spontaneously without obvious searching for expressions.

### INTERMEDIATE LEVEL

This syllabus sharpens the students' aptitude to conceptualise and verbalise ideas or topics including technical discussions. They will be able to communicate with a degree of fluency and spontaneity, demonstrate their skills in understanding and use of familiar everyday expressions.



# COURSE FEES

## Local Students

FULL PAYMENT

Certificate in English  
6-Months Study

**S\$7,035.25**

## International Students

FULL PAYMENT

Certificate in English  
6-Months Study

**S\$7,163.65**

All fees stated are inclusive of 7% GST.

All fees are subject to change without prior notice.

Application Fee of S\$299.60 is payable to STEi Institute Pte Ltd. This fee is **non-refundable** under all circumstances. Students can make payment via TT, bank draft or cheque.

### PATHWAY UPON COMPLETION

The Certificate in English at Advanced level equips the students with the adequate communication skills in English and is equivalent to:

- a. Common European Framework (CEF) up to B2 level
- b. Cambridge First Certificate in English (FCE) level of the Cambridge main suite

Certificate in English	CEF Level	Cambridge main suite	Cambridge IELTS	TOEFL PAPER
Basic Level	A2	KET	3.0	Under 425
Intermediate Level	B1	PET	3.5/4.0/4.5	425 - 475
Advanced Level	B2	FCE	5.0/5.5/6.0	500 - 550

Students have the options to register for the following International English Language Proficiency qualifications.

- a. International English for Speakers of Other Languages (IESOL)
- b. Cambridge International English Language Testing System (IELTS)
- c. Test of English as a Foreign Language (TOEFL)

### MEDICAL INSURANCE SCHEME

STEi hereby confirms and undertakes to students that it has in place a medical insurance scheme for all its students.

### FEE PROTECTION SCHEME

STEi provides fee protection scheme for all students as required by CPE and is aligned with EduTrust requirement.

### FOR ENQUIRIES

Please contact us at (65) 6559 2896 or [admin@stei.edu.sg](mailto:admin@stei.edu.sg)

# ENTRY & GRADUATION REQUIREMENT FOR THE PROGRAMS

## THE PRE-REQUISITES FOR CERTIFICATE IN ENGLISH

- At least 7 years of age; and
- International participants from non-English medium of instruction schools.

## GRADUATION REQUIREMENT FOR EACH ENGLISH LANGUAGE PROFICIENCY LEVEL

1. To complete all assignments and achieve a pass for Written Examinations conducted at the end of each English Language Proficiency Level.
2. Students who successfully complete each English Language Proficiency Level will be awarded the Certificate of attainment for Certificate in English in accordance with the respective level.
3. In order to be conferred the course award, the student must achieve at least 75% of class attendance. Student's Pass Holders are required to maintain a class attendance of 90% and above.

Demonstration of student's language proficiency shall be assessed through an English Placement Test to determine the appropriate English Language Proficiency Level.

## DURATION

Certificate in English is conducted over a period of **6 months** Lessons.

## MODE & METHODS OF DELIVERY

Face to face delivery via:

- Powerpoint Presentation
- Discussion
- Question and Answer (Quiz)
- Assignment
- Class Activities
- Role Play

## TEACHER STUDENT RATIO

1:30

## EXAMINATION

Written examinations are conducted at the end of each English Language Proficiency Level. Upon attainment of the Certificate in English - Advanced Level, students will be able to meet the English Language Proficiency Entry Requirements of STEi Institute's Diploma Courses.

## COMMENCEMENT & END DATE

Please refer to our website at [www.stei.edu.sg](http://www.stei.edu.sg) for latest information.

## AWARDING & RECOGNITION BODY

STeI Certificate in English





# STeI Institute

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Singapore 188975



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(65) 6226 2896



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