We would like to take this opportunity to introduce ourselves. We are **New York English Academy**. We offer high quality English training in Downtown Manhattan.

Please read on, and visit us for more details at [http://www.newyork-english.edu/](http://www.newyork-english.edu/)

**NYEA** has nearly **two decades of demonstrated educational excellence and success** in one of the world’s most competitive markets.

**NYEA**’s relatively small faculty and staff are quickly earning a reputation as one of the **finest English schools in NYC**. All of our teachers are native speakers. They have taught in countries around the globe, hold advanced degrees in ESL and related fields, and have a rich depth of life experience to bring to the classroom.

We offer **the following English programs:**

- The Standard English program is available for students who want English-language instruction focusing on all four major language skills: speaking, listening, reading and writing. (Either 18 hours/week or 14 hours/week course).
- TOEFL iBT Preparation Course is a 4-week, or 8-week, course that prepares students to take the internet based test (Either 18 hours/week or 16 hours/week course).
- International Business Package course is available for students who want to focus on more Business English field. (Either 18 hours/week or 14 hours/week course)
- Short-term Summer English Courses (available in June – August)
- Business English (10 hours per week)
- Slang & Idioms (4 hours per week)
- Conversation & Pronunciation (4 hours per week)
- Private lessons ($50 per hour)

We have lots of **unique programs and services**. For example, the **Goodwill Point System** allows students to earn credits (by having good attendance, excellent grades, or by extending the length of their program, among other things) and then exchange them for rewards like merchandise, free classes, free textbooks, and gift cards. And the **Student Database System** utilizes NYEA’s **electronic student ID’s**. Students can check their attendance, grades, visa status, and other important information by using a **QR code on their phones**!
Learn English in historic Lower Manhattan!

Just a few of the landmarks right next to NYEA include the Brooklyn Bridge, Wall Street, the Statue of Liberty, Battery Park, the Staten Island Ferry, and the World Trade Center!

Get a taste of real New York life.

Away from the noise and chaos of Midtown, the streets of Manhattan’s oldest neighborhood provide a perfect learning environment. With campuses of Cornell and Pace Universities as well as numerous others close by, this is truly the “Education District.” And since this is also a global business capital, we share the area with business and financial leaders from all over the world.

Fulton Center! New York English Academy is located near this exciting new transportation hub.

■ Our new facility is terrific!
This location provides a level of comfort not always available at other schools. The interior is all new construction so everything is bright and clean. Each of our classrooms has large windows facing north into the vast Manhattan skyline. Such landmarks as the Brooklyn Bridge, Wall Street, the World Trade Center, Battery Park, and South Street Seaport are in easy walking distance. The Statue of Liberty also stands in the harbor close by.

■ Topnotch location. Five minutes’ walk from Fulton Center
We are located five minutes’ walk from the brand-new $1.4 billion Fulton Center Station which has been called “the subway station of the future,” soon to feature shopping, restaurants and the stunning “Sky Reflector Net” as its centerpiece. It is host to 300,000 people a day and is the biggest transfer point in lower Manhattan.
New York English Academy School Facility

This location provides a level of comfort not available at other schools. Everything is bright and clean.

NYEA is located just two minutes’ walk from Wall Street and only five minutes from the brand new $1.4 billion Fulton Center transit hub.

We have 11 bright classrooms - each with big windows and amazing views of Manhattan! Students can learn English in an energizing, cheerful environment.
Standard English Program

Our expert teachers are all native speakers of English.

1 Each member of our faculty is a highly-trained professional ESL instructor. Each is a native speaker of English and is certified by the New York State Education Department. The faculty have decades of combined ESL teaching experience in New York City and around the world. In addition, many of our faculty have specialized TEFL certificates as well as advanced degrees. Our innovative and dedicated faculty meet each week to discuss and evaluate our courses, assuring that each student receives the highest level of ESL instruction.

2 There are no more than 12 students in each class.

3 Our meticulously designed curriculum is approved by the NYS Education Department and by the Accrediting Council for Continuing Education and Training (ACCET).

• Writing
Writing is a high priority for NYEA. Each week, students are given a writing assignment to be completed. Our instructors take the time to carefully check and grade each student’s assignment offering feedback and tips to help them improve their writing skills.

• Speaking
What could be more important when navigating a new, native-English-speaking environment than having the ability to speak clearly and confidently? Extensive conversation and discussion are essential components of each class. Students at NYEA get lots and lots of speaking practice -- both formal and informal. Students will have the chance to practice speaking in class and more informal group discussions. Students receive a weekly speaking assessment, scored by the instructor.

• Listening
The curriculum at NYEA includes lots of listening exercises where students will increase their ability to understand spoken English. By means of CDs, videos, and song lyrics as well as lively classroom discussions, students at NYEA can expect to improve their listening skills very quickly!

• Reading
Reading in English is one of the best, but often overlooked, methods of improving your English vocabulary and grammar skills quickly. At NYEA students will read a variety of short articles about interesting and contemporary topics. These readings will provide new vocabulary and ways to spark conversation.
Exams and academic progress.

Students at NYEA are given an exam every third Wednesday of the month. Each student then receives a transcript the following week, indicating each score in the exam’s four testing areas (writing, reading, listening, and speaking), as well as the current month’s score on the weekly writing and speaking assignments. The composite provides a total score and letter grade for the month. This means you will be able to track your progress as you learn more and more English!

Field trips and activities!

NYEA has Events Coordinator whose job it is to find enjoyable and educational activities all around New York City. Each Friday the entire student body goes on a trip together to an interesting event or location, often places that are rarely visited by tourists. This is your chance to put your new English skills to use in the real world and mingle with staff and students from every level. Past trips have included festivals, sporting events, and art exhibitions.
The TOEFL iBT Preparation Course is a 4-week or 8-week course that will prepare you to take the internet based test (iBT). Classes will focus directly on the four skills tested on the TOEFL: reading, writing, listening, and speaking. Students will develop specific strategies for approaching each one. Students will practice academic skills, review grammar and boost vocabulary skills.

**Curriculum and Learning objectives**

**The TOEFL course includes:**
- Development of academic skills: Note-taking, paraphrasing, summarizing, synthesizing.
- Enhancement of language skills: Listening, speaking, reading and writing.
- Mini-tests to increase your reading comprehension and speed.
- Real sample questions, including sample essays and speaking responses.
- Audio scripts for practice, activities, quizzes and model tests.

**Weekly Course Schedule**

<table>
<thead>
<tr>
<th>Weeks</th>
<th>Listening</th>
<th>Reading</th>
<th>Speaking</th>
<th>Writing</th>
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<tbody>
<tr>
<td>1 &amp; 2</td>
<td>Pre-Test Overview</td>
<td>Pre-Test</td>
<td>Pre-Test Overview</td>
<td>Pre-Test Overview</td>
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<tr>
<td>3 &amp; 4</td>
<td>Basic Comprehension: Understanding the Gist, Understanding the Details</td>
<td>Skill 3: Simplifying Sentences</td>
<td>Independent Tasks (Integrated Tasks (Reading and Listening))</td>
<td>Integrated Task</td>
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<tr>
<td>5 &amp; 6</td>
<td>Pragmatic Understanding Function Understanding Stance</td>
<td>Skill 6: Relationships</td>
<td>Integrated Tasks (Listening)</td>
<td>Independent Task Sentence Structure Review</td>
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</table>
The iBT is different since it tests students’ ability to integrate their language skills by completing tasks similar to those required in an American academic settings. The course prepares you for this by first evaluating your strengths and weaknesses, then helping you master the most important academic skills. Throughout the course you can check your progress with assignments and model tests. The course will help you improve your English proficiency by reviewing key language weaknesses and identifying and applying strategies that will help you to overcome these deficiencies.

Practice tests

As a TOEFL iBT student, you will take a diagnostic pre-tests to identify your strengths and weaknesses in each subject. There are then eight mini-tests throughout the course to build your skills. Finally, full-length model tests will ensure that you feel completely comfortable taking the TOEFL iBT and can GET THE SCORE YOU NEED!

Daily Class Schedule

Every Monday
Morning Class <5 days/week>
Monday thru Thursday 10.00am to 1:30pm
Friday 10.00am to 2:00pm

Accepted payment methods

- Credit Card - Visa/ MasterCard/ American Express
- Checks - Personal Checks/ Travelers Checks/ Money Orders
- Other- Cash/ Bank Wire Transfer

Tuition Fee

<table>
<thead>
<tr>
<th>Full-time: 18hours/week (with a F visa)</th>
<th>Part-time: 16hours/week (with a tourist visa or ESTA)</th>
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<tr>
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<tr>
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The minimum age for enrollment at New York English Academy is Eighteen. (18).
LEARN TO “TALK BUSINESS” WITH BUSINESS ENGLISH AT NEW YORK ENGLISH ACADEMY!

What better place to learn Business English than in the heart of the NYC’s Financial District? Whether you already work in the business world and just need some extra practice, or you’ve never even heard of a cover letter, the NYE Business English program can help you navigate the high-paced world of business in the world’s financial capital.

Learning Contents by week

1 & 2
Taking Business English
Language Focus
- Making requests, offers, and suggestions; negotiating and delegating tasks
- Small talk
- Business letter and email

3
Meetings
Language Focus
- Arranging meetings
- Fax

4
Getting Ahead
Language Focus
- Describing work; discussing job qualifications
- Letter of Recommendation

5
Turning a Company Around
Language Focus
- Describing how to solve a problem
- Business Report

6
Describing a Process
Language Focus
- Describing a sequence of events; comparing processes
- Email Replies to Customers

7
Teams and Management
Language Focus
- Making requests, offers, and suggestions; negotiating and delegating tasks
- Small talk
- Describing changes; past and present performance

8
Clients and Customers
Language Focus
- Responding to complaints; negotiating solutions
- Letter of Apology

9
Goals
Language Focus
- Discussion business plans and expectations
- Department Goals Report

10
Describing and Comparing Products
Language Focus
- Asking and answering questions about product features; comparing products
- Memo to Sales Staff

11
Management Challenges: Motivation and Productivity
Language Focus
- Describing project and staffing difficulties; discussing and comparing employee benefits
- Giving an opinion; discussing motivation and productivity

12
Advertising
Language Focus
- Discussing advertising strategy; proposing a website design
- Responding to a Marketing Survey

Students who take the full 12-week course will learn about:
- Small talk
- Meetings
- Getting Ahead
- Describing how to solve a problem
- Teams and Management
- Clients and Customers

Improve your chances of getting a job
Increase your chances of a promotion

<table>
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<tr>
<th>weeks</th>
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<th>6</th>
<th>8</th>
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Elective Programs

What are NYEA Elective Programs?
These new courses will give students a chance to focus on developing their skills in specific areas of English. We have spent more than a year testing, researching and building these courses to perfectly fit the needs of our students. Students in our Standard English Program can add these courses in order to get extra practice in a particular area of English. Or a student who wants a more casual, less demanding schedule might choose to take just an elective or two alone. Either way, we are excited to expand our offering with these fantastic new courses.

Conversation & Pronunciation
One of the most popular requests from ESL students is to have more practice with speaking and pronunciation. This brand new course is designed to give English learners an extra boost in their speaking abilities. Sign up to spend two afternoons a week focusing on mastering your speaking skills!

- Learn to speak English!
- Smoother, more natural pronunciation!
- Be understood!
- Meet people in English! Make friends!

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<th>weeks</th>
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<td>$264</td>
<td>$396</td>
<td>$528</td>
<td>$660</td>
<td>$792</td>
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Slang & Idioms
No matter how long you spend studying formal and academic English, nothing can prepare you for the flood of informal slang and idiomatic English that you will encounter in your new, English-speaking environment. This course will help students navigate the sometimes confusing, secret language of native speakers.

- Learn the secret language of the locals!
- Speak like a native speaker!
- Understand popular culture, music and movies better!
- Shop like a pro!

<table>
<thead>
<tr>
<th>weeks</th>
<th>2</th>
<th>4</th>
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<td>$660</td>
<td>$792</td>
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Private Lessons
This program is ideal for students enrolled in the Standard English Program who want a little bit of extra help after class. Private lessons are also perfect for students who have very specific needs. For example a private student could request to work exclusively on speaking or just concentrate on grammar. Private lessons at NYEA are highly customized to suit the precise needs of individuals.

<table>
<thead>
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<th>hours</th>
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<th>20</th>
<th>30</th>
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<td>$100</td>
</tr>
<tr>
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<tr>
<td>Total</td>
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<td>$1,100</td>
<td>$1,600</td>
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</table>
Available Starting Dates in 2017

Every Monday except monthly exam week

*Class schedule is subject to change. Please contact to verify.

Standard English Program:

1. Full-time (with a student visa) 18 hours/week
   - 5 days course (Monday to Friday)
     - Monday – Thursday 10:00am-1:30pm,
     - Friday 10:00am-2:00pm
     - Friday afternoon School activity (optional)
   - 4 days course (Monday to Thursday)
     - Monday – Thursday 10:00am-1:30pm,
     - Tuesday and Thursday 2:00 pm – 4:00 pm (Elective course)
     - Friday afternoon School activity (optional)

2. Full-time (with a student visa) 20 hours/week
   - Monday – Thursday 9:30 am to 1:30 pm,
   - Friday 10:00am-2:00pm
   - Friday afternoon School activity (optional)

3. Part-time (with a tourist visa / ESTA) 14 hours/week
   - Monday – Thursday 10:00am-1:30pm
   - Friday afternoon School activity (optional)

TOEFL preparation course:

1. Full-time (with a student visa) 18 hours/week
   - Monday – Thursday 10:00am-1:30pm,
   - Friday 10:00am-2:00pm
   - Friday afternoon School activity (optional)

2. Part-time (with a tourist visa / ESTA) 16 hours/week
   - Monday – Thursday 10:00am-1:30pm,
   - Friday 10:00am-12:00am
   - Friday afternoon School activity (optional)

Business English:
- Morning
  - Monday – Thursday 11:00am to 1.30pm
- Afternoon
  - Monday – Friday 2:00pm to 4:00pm

Slang & Idioms
- Afternoon
  - Monday & Wednesday 2:00pm to 4:00pm

Conversation & Pronunciation
- Afternoon
  - Tuesday & Thursday 2:00pm to 4:00pm

School Holidays
- Labor Day : 9/5
- Columbus Day : 10/10
- Veterans Day : 11/11
- Thanksgiving Day : 11/24-11/25
- Christmas
  - New year day : 12/24-1/1/2017
- Martin Luther King, Jr. Day : 1/16
- President’s Day : 2/20
- Memorial Day : 5/29
- Independence Day : 7/4
- Labor Day : 9/4
- Columbus Day : 10/9
- Veterans Day : 11/11
- Thanksgiving Day : 11/23-11/24
- Christmas
  - New year day : 12/24-1/1/2018
Your First Day

1. Please arrive at New York English Academy at 9:30 AM on your scheduled start date (which will always be on a Monday).
   If you are not sure about how to get to New York English Academy, please check our location page for directions.
2. Please bring an ID (identification card) and a pen or pencil.
3. F-1 visa holders, please bring the following documents with you: ✅ Passport ✅ Student Visa ✅ I-20 Form

After the administrative staff has checked your registration, your English language skills will be assessed. You will be given a placement test which is divided into two parts: Reading/Writing and Listening/Speaking. The exam will take approximately one hour to complete.

After your placement test is evaluated, you will be assigned to the appropriate class level. Your first class will begin on the following Monday. At 1:30 PM on that week, you will join all the other new students in the Student Orientation.

During this orientation, you will receive our Student Quick Guide, School Catalog, and a Class Syllabus for your level. New York English Academy’s School Director will clarify all of the school’s rules and regulations and will explain the system behind our policies.

Enrollment and I-20 form process

Initial admission (from overseas)

1. Please prepare the following documents
   ✅ Enrollment Agreement
   ✅ I-20 application form
   ✅ Bank statement
   ✅ Copy of a valid passport
   ✅ Affidavit of Support form
   (only if you have a sponsor for your study)

2. Make a payment
   Payment methods: Bank wire transfer / Credit card

3. Once all the requirements have been met, the school will issue your I-20 form and send it to your address.

4. You will need to apply for a student visa at the US embassy or consulate in your home country. Please check at http://www.newyork-english.edu/visa_process.htm

Transfer admission

1. Please prepare the following documents
   ✅ Enrollment Agreement
   ✅ I-20 application form
   ✅ Bank statement
   ✅ Copy of a F1 visa, an I-94 and a valid passport
   ✅ Affidavit of Support form
   (only if you have a sponsor for your study)
   ✅ Copy of your I-20 from the current school
   ✅ Transfer form

2. Make a payment
   Payment methods: Credit card / cash / personal check

3. Once all the requirements have been met and we have received your SEVIS record from your current school, the school will create your I-20 form.

4. You will start your ESL program at NYEA.
Level Test

How does the school determine a student’s level prior to starting class?
Applicants are given a friendly welcome by our office staff. A written and oral placement test is then administered. This test will determine the appropriate level for you to start your ESL classes.

Classes and Program

How are the classes taught? What methods/materials do the teachers use in their classrooms?
All aspects of learning a language are covered: listening, speaking, reading, writing, grammar – with a strong emphasis on conversation. In addition to our NorthStar textbook, teachers use a variety of supplements, such as quizzes, videos, and online materials.

Is homework assigned in class?
Some teachers give homework assignments, such as weekly essays, but plenty of class time is given to complete them.

Do all classes and levels practice speaking and pronunciation?
Speaking/pronunciation skills are heavily emphasized in all class levels. Students are required to use only English while at NYEA. Classes often have lively discussions about interesting topics.

Do all students at NYEA improve their English proficiency? How quickly?
NYEA gives students the tools necessary to rapidly improve. Students who are serious about learning English, and are willing to take the time to practice in and outside of class will definitely improve their English skills. The amount of time required varies with each student, of course.

Does the school conduct field trips? How do the students benefit from these activities?
Field trips to interesting and exciting New York sites are conducted on a weekly basis. On these trips, our students get a chance to practice their English in an informal setting.

Can NYEA’s courses help me with my job/profession?
It is well known that English is the international language of business. Students have frequently mentioned that when they improve their English skills, they can get a better job or position when they return to their own countries.
### Program Fee

#### Standard English Program

<table>
<thead>
<tr>
<th>Hours/week</th>
<th>1 week</th>
<th>2 weeks</th>
<th>3 weeks</th>
<th>4 weeks</th>
<th>8 weeks</th>
<th>12 weeks</th>
<th>16 weeks</th>
<th>20 weeks</th>
<th>24 weeks</th>
<th>1 year</th>
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<tbody>
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<tr>
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<td>C: $720</td>
<td>C: $960</td>
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<td>C: $5,760</td>
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Other costs beside program fee: Textbooks $75 (per level)/ Student ID $10

#### 18 hours/week

<table>
<thead>
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<th>1 week</th>
<th>2 weeks</th>
<th>3 weeks</th>
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#### 18 hours/week

<table>
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<th>3 weeks</th>
<th>4 weeks</th>
<th>8 weeks</th>
<th>12 weeks</th>
<th>16 weeks</th>
<th>20 weeks</th>
<th>24 weeks</th>
<th>1 year</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 days course Monday to Thursday</td>
<td>R: $46</td>
<td>R: $92</td>
<td>R: $116</td>
<td>R: $140</td>
<td>R: $3,820</td>
<td>R: $4,740</td>
<td>R: $5,660</td>
<td>R: $9,100</td>
<td>C: $5,520</td>
<td>C: $9,000</td>
</tr>
<tr>
<td>C: $460</td>
<td>C: $920</td>
<td>C: $1,840</td>
<td>C: $2,760</td>
<td>C: $3,680</td>
<td>C: $4,600</td>
<td>C: $5,520</td>
<td>C: $9,000</td>
<td>C: $5,520</td>
<td>C: $9,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$506</strong></td>
<td><strong>$1,012</strong></td>
<td><strong>$1,956</strong></td>
<td><strong>$2,900</strong></td>
<td><strong>$3,820</strong></td>
<td><strong>$4,740</strong></td>
<td><strong>$5,660</strong></td>
<td><strong>$9,100</strong></td>
<td><strong>$5,520</strong></td>
<td><strong>$9,000</strong></td>
</tr>
</tbody>
</table>

Other costs beside program fee: Textbooks (2-12 weeks) $130, (over 16 weeks) $185/ Student ID $10

#### TOEFL iBT Program

<table>
<thead>
<tr>
<th>Method</th>
<th>4 weeks</th>
<th>8 weeks</th>
<th>12 weeks</th>
<th>16 weeks</th>
<th>24 weeks</th>
<th>1 year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time (with a student visa)</td>
<td>R: $100</td>
<td>R: $200</td>
<td>R: $1,000</td>
<td>R: $2,000</td>
<td>C: $1,800</td>
<td>C: $3,600</td>
</tr>
<tr>
<td>Part-time (with a tourist visa or B1/B2)</td>
<td>R: $90</td>
<td>R: $180</td>
<td>R: $900</td>
<td>R: $1,800</td>
<td>C: $1,800</td>
<td>C: $3,600</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,100</strong></td>
<td><strong>$2,100</strong></td>
<td><strong>$1,890</strong></td>
<td><strong>$3,600</strong></td>
<td><strong>$3,600</strong></td>
<td><strong>$7,200</strong></td>
</tr>
</tbody>
</table>

Other costs beside program fee: Textbooks $75/ Student ID $10

#### Electives

### Business English

<table>
<thead>
<tr>
<th>Hours</th>
<th>R: $36</th>
<th>C: $360</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td><strong>$396</strong></td>
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</tr>
</tbody>
</table>

### Conversation & Pronunciation

<table>
<thead>
<tr>
<th>Hours</th>
<th>R: $12</th>
<th>C: $120</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td><strong>$132</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Slang & Idioms

<table>
<thead>
<tr>
<th>Hours</th>
<th>R: $12</th>
<th>C: $120</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td><strong>$132</strong></td>
<td></td>
</tr>
</tbody>
</table>

Other costs beside program fee: Textbooks $165/ Student ID $10

### International Business Package Course

<table>
<thead>
<tr>
<th>Hours</th>
<th>1 week</th>
<th>2 weeks</th>
<th>3 weeks</th>
<th>4 weeks</th>
<th>Registration fee Class tuition fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>R: $120</td>
<td>R: $1,200</td>
<td>R: $1,720</td>
<td>R: $2,244</td>
<td>R: $2,975</td>
<td></td>
</tr>
<tr>
<td>C: $1,680</td>
<td>C: $2,384</td>
<td>C: $3,192</td>
<td>C: $3,844</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,320</strong></td>
<td><strong>$2,568</strong></td>
<td><strong>$3,192</strong></td>
<td><strong>$3,844</strong></td>
<td></td>
</tr>
</tbody>
</table>

Other costs beside program fee: Textbooks $165/ Student ID $10
NYEA Goodwill Point Service
Earn points and get rewards from the school!

New York English Academy is launching a unique program not seen in any other English language school. It allows you to earn points by having a perfect weekly attendance record, participating in designated workshops and school activities, achieving excellent grades, and extending the length of your stay. You can exchange these points to purchase school goods, gift cards, free instruction for one to four weeks, or free textbooks. Your points will be updated on the school’s database, where you can monitor your performance.

Please note the following:
1. If you use points and receive rewards during the program, those points will be subtracted from your total points.
2. If you finish your course of study with points in your account, those points will remain valid for a year.
   If you return to the school within a year, you can use those points in addition to the 10 points you will receive when you return.

Student Database System

The school offers you a very convenient way to check important information. You can check the end date of your program, your attendance rate and more!
You will be given a digital ID card with a QR code when you sign up. By scanning your QR code on the card reader, you will get all the information you need! No need to check with your instructors or school administrators.

You will be able to check:
- Your personal information
- Your program information
- Your expected graduation date
- Your current attendance rate
- SEVIS information
- Points earned in the NYEA Goodwill Point System