

Spanish Language Courses

University Access & Internships



Malaca
INSTITUTO

Welcome



I would like to introduce you personally to Malaca Instituto and this part of Spain and tell you why I think they are both rather special.

At Malaca Instituto you will find not only an excellent teaching programme, but also learning and leisure facilities, which I believe are among the

best to be found in a language school anywhere. Situated in a residential suburb 10 minutes walk from Mediterranean beaches and 15 minutes bus ride from the centre of Málaga, our mini-campus of Malaca Instituto-Club Hispánico has a magnificent location with views of the sea and mountains.

Whether your reason for learning Spanish is related to work, study or purely leisure I am sure our wide range of course and accommodation options will enable you to find what you are looking for.

Ida Willadsen, Director



Founded in 1971 Malaca Instituto has gained an enviable reputation and is now recognised to be one of the leading schools in Spain.

We have been voted amongst the top 5 Spanish Schools every year in the industry awards and have won 3 times.



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Work Experience

Málaga - A city that offers something for everyone!

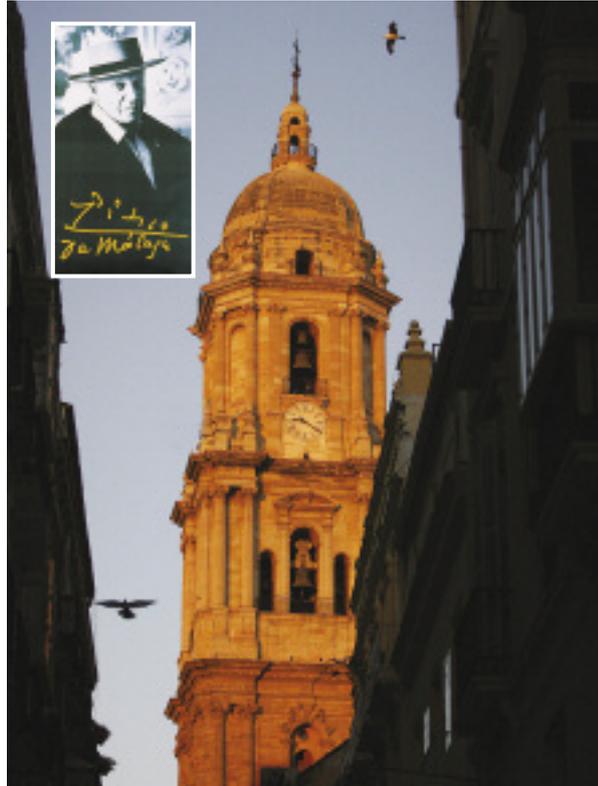
Once you have made the decision to study Spanish - the world's 2nd business language, spoken by over 300 million people - the logical place to do so is Spain.

In a land of great contrasts there is nowhere better to learn the language than in the southern region, called Andalucía, in which Málaga is situated. Here you will find the typical images that most people associate with Spain: Flamenco, the white-washed villages (pueblos blancos), Moorish palaces, blue skies, splashes of colourful bougainvillea, bull fights, historic city centres, sun-drenched beaches and, of course, the passion which the Andalusians dedicate to enjoying life!

The famously warm, friendly and extrovert nature of the Andalusian people helps to create excellent teachers and a welcoming atmosphere for those who want to meet the local people and learn about their customs and cultures.

The historic city centre with its winding streets, hundreds of tapas bars and welcoming restaurants retains a totally Spanish atmosphere. The Cathedral and Arab castle complement the rich architectural heritage. As befits Picasso's birthplace there are more than enough galleries, theatres, cinemas and music venues for the artistically inclined, including the Picasso Gallery in the midst of the historic centre.

In addition, Málaga, with the major international airport of the south of Spain, is the focal point of Andalucía's modern motorway network making it ideal for visiting Granada, Sevilla, Córdoba and



Ronda and even to spend weekends in Morocco. All of these places are within a couple of hours' travel and feature regularly in our activities programme.

We passionately believe that Málaga is an ideal choice as a place to study Spanish. Why not come and see for yourself and understand why they say "Andalucía - sólo hay una".

“ Málaga is an ideal city for a long stay for the purpose of learning Spanish. This is because Málaga benefits from a relaxed life-style and the openness of its people - indispensable factors for learning a language. ”

Testimonial

Katsuhiko Bando

Japan



Granada: 90 min. by bus
Sevilla: 150 min. by bus
Córdoba: 180 min. by bus
Morocco: 180 min. by bus/ferry
Madrid: 50 min. by plane
 165 min. by train



Methodology

Malaca Instituto has three separate but integrated departments responsible for the academic organisation of the school.

1. Research and Development

This department is responsible for the creation of our in-house published textbooks and other supplementary materials which are all in a continual process of up-dating.

Our textbooks form the basic materials for most of the teaching but are also supplemented by other materials created by our staff and supported by additional resources such as TV, radio, music, magazines etc.

They are composed of a series of units, each intended to form an average day's work, with integrated homework exercises. These units lead the students in a structured and progressive manner through the Spanish language.

2. Teaching Department

Our *Director of Studies*, helped by a team of coordinators, plans and organises the day-to-day teaching schedule and the rotation of teachers which is one of the distinctive features of the school.

Our teachers are lively, well-educated, interesting people whose role is to motivate and stimulate the participation of all their students. They must be native speakers of Spanish and have a University degree or comparable experience. Many of our teachers have been with us for a considerable time and are highly experienced in our effective way of teaching Spanish.

3. Teacher training

A team of teacher-trainers reports to the *Director of Studies* and is responsible for the in-house teacher training programme and teacher refresher courses.

We hold regular workshops and training sessions for our teachers to ensure the best use of the teaching materials and to keep them up-to-date with the latest ideas and tendencies in the teaching of Spanish. We also provide courses for non-native-speaker Teachers of Spanish.

“ I am a teacher and I love learning. I've taken part in many different courses in many different subject areas and this was one of the best (if not the best) in which I have participated. The methodology and the quality of the teaching are outstanding ”

Michelle Mossou
USA

Testimonial

Method

As we have a wide range of different courses with differing objectives, our teaching style varies according to the type of course. Above all we aim to teach our students in an effective, enjoyable and professional manner.

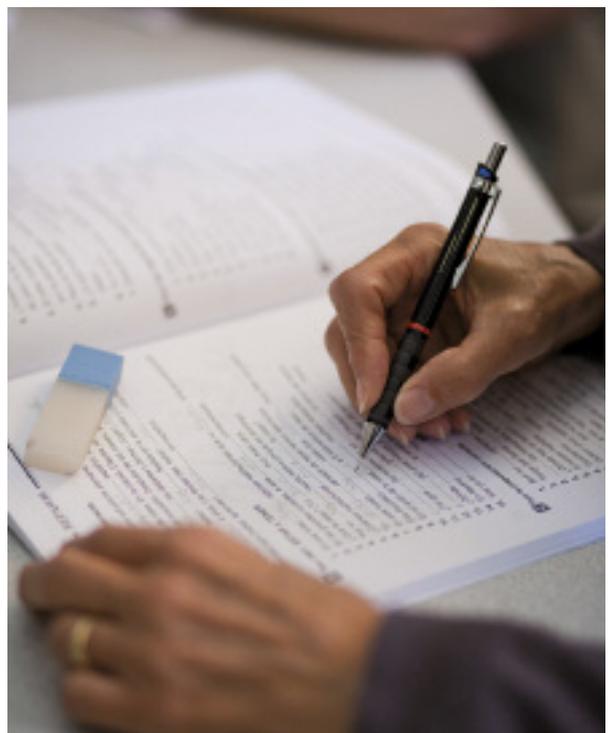
On our main General Spanish courses, we use an eclectic, integrated method combining many aspects of the communicative approach with structured learning of grammar and syntax.

Each day, according to the progress of each class and our detailed course syllabus, a new area of language is introduced and practised in a systematic manner. This involves some elements of traditional teaching methods, as well as classroom activities such as language games, pair work and role-plays aimed at developing communicative fluency. Our students are encouraged to speak in Spanish from the very beginning.

Integrated homework exercises are used to practise and reinforce the previous day's work and our students are also encouraged to make use of our excellent self-access study centre either as a place to do the homework or as a resource facility for further study.

Lesson Times

You will find a list of lesson times under each course. Whether you study in the morning or the afternoon is entirely at the discretion of the school as we want to ensure that you will be in a class at your level with the best possible mix of nationalities.



By deciding to study at Malaca Instituto you will be choosing a school which meets the membership criteria of some of the leading quality control organisations and trade associations of the language teaching world. Membership of all these organisations is based on independent, expert inspection and this is your guarantee of our quality.

In addition Malaca Instituto has been nominated during 6 successive years for the industry Star Awards as one of the 5 leading Schools of Spanish in the world, winning the title in 2007, 2009 and 2010.

Instituto Cervantes

Malaca Instituto is an "Accredited Centre" of the Instituto Cervantes, Spain's national cultural institute.



EAQUALS

European Association for Quality Language Services

Malaca Instituto is a Full Member of EAQUALS. The credibility of this extremely rigorous inspection and quality assurance scheme is endorsed by various leading public and private institutions.



IALC

International Association of Language Centres

This leading world association of private language schools also requires schools to pass an inspection before they can apply and regularly thereafter.



EEA

Español en Andalucía

Malaca Instituto is a member of this regional association of schools in Andalucía.



Din CertCo

This prestigious German quality control organisation confirms that Malaca Instituto meets the criteria of the European Norm 14804 for the language travel industry.



Malaca Instituto's courses have also been inspected by or are "recognised" for:

- "Bildungsurlaub" by various German State governments
- American College Academic Credit
- the Swedish State scholarship programme
- the Chinese Embassy in Madrid

Quality control, Examinations and Certificates

In addition to the independent inspections mentioned above, we have our own internal quality control systems of which the questionnaires completed by the students at the end of their course play a very important part. These provide us with the detailed opinions of our clients and are crucial in ensuring that our courses, facilities and services continue to satisfy them.

At the end of each course level on our General Spanish course there is an Examination which students can take outside class hours.

We encourage all our General Course students to take these Exams as they are an excellent way to reinforce their knowledge and the Certificates of Linguistic Competence which are awarded, based on the results, provide an objective statement of the student's level of Spanish.

Continuing students also must take a level test every Friday (during 1 classroom hour) to enable us to place all students in their correct levels for the following week.

Certificates of Attendance are also awarded to all students regularly attending classes.





Mini-campus

Our school facilities are amongst the best to be found in language schools in Spain. The school-buildings and our on-site residence, Club Hispánico, form an impressive mini-campus. Here you will find everything you need for your relaxation and studies on one site. As our students tend to spend time on-campus after lessons this creates a very friendly and welcoming atmosphere - the ideal place to make life-long friendships.

Classrooms

There are 25 well appointed classrooms. Each is equipped with comfortable classroom furniture, whiteboards, video and audio and some have fabulous views!

Multimedia Learning Centre

Our Multimedia Learning Centre is a reference library and study facility. There are two sections:

- a traditional study centre with work-sheets, reference books, video and audio cassettes
- a Computer Lab with self access learning materials and internet access

It is designed to help our students to practise and revise individually identified areas of weakness or specific need using the technology and learning method of their choice, and to be able to receive and send e-mails.

Video

Video is available as a teaching support in all the classrooms. In addition students may watch videos of their choice in the Study Centre or may select films from our library in the reception of the Club Hispánico and watch them on our large screen in Salón Málaga.

Wi-fi

Free wi-fi is available throughout the campus, including classrooms, terraces and the bedrooms of the Club Hispánico. Don't forget to bring a laptop!

Dance Studio

We have a large dance studio equipped with wooden floor, practice mirrors, sound system and air conditioning. It has acoustic dividers to allow us to vary the size of the space according to the number of participants. Here we offer dance classes as an activity or as part of our Spanish & Dance courses, as well as our highly popular aerobic and keep-fit classes.

Restaurant

During the week the restaurant is open at lunchtime (all year) and in the evenings as well for most of the year. At the weekend it is open only on Sunday evening. It serves freshly prepared fish, meat and pasta dishes at very reasonable prices.

Bar

The spacious bar, decorated in typical Andalusian style, is the students' favourite meeting point. It serves breakfast and then snacks and drinks throughout the day. It is not only a place to meet, drink and chat, but you can also play chess, dominoes, pool, table-tennis, watch TV, etc. During the week it is open all day; at the weekend for breakfast and Sunday evening.

Multi-use rooms

Salón Andalucía: here we have cultural talks with wide-screen video, concerts, dance shows, theme dinners and parties. It also has our practice kitchen for the Spanish + Cookery course and also for other occasional cookery lessons.

Salón Málaga: our 24-hour student lounge. Internet access via 2 fixed computers and wi-fi, large screen video with a video library, snacks and drinks machines. (Access is only for students living in the Club after 22.00)

Sun Terraces, Swimming Pool

There are 3 large sun terraces for relaxation and for doing your homework in the open air. One of these is by the side of the swimming pool. For those of you who prefer to relax on the beach, this is only 15 minutes' walk away.

Club Hispánico

This is our 102 - bedroom residence. Many of our students live here on the same site as the school and this ensures that the atmosphere is always very lively, friendly and welcoming (see page 24).

Mini-Gym

A small work-out area with professional standard exercise machines.





Intensive Course



This is our standard 4 lesson per day programme of general Spanish. It is offered at all levels from total beginner to advanced and covers all aspects of the Spanish language.

Students wanting a slightly more intensive version with an emphasis on spoken skills can choose to add the oral communications skill option and study for 24 or 26 lessons per week.

As described on page 4 the teaching programme has been carefully designed to provide an intensive, progressive course, with a good balance between the various skills and continual practice of the new points introduced each day. Each day's class work is further reinforced by an average of 1-2 hours of integrated homework.

The course is offered in progressive weekly modules. While the average stay is around 6-8 weeks, we frequently have students studying for 6 months or more. Students who wish to enrol for longer than this should consider the Hispanic Studies programme.



In advanced classes there are also introductory lessons on Spanish culture, history, geography, etc. If you would like to study these subjects in greater depth see "Spanish plus Hispanic Studies" on page 14.

One to One

Students who want to benefit from the extra intensity of Individual tuition can request extra lessons either in advance or when they are at the school (see page 16).

COURSE FACTS

The Intensive Course

Start dates:	Every Monday throughout the year except for total beginners who must come on the dates indicated (generally every 2 weeks)
Duration:	2-40 weeks (2-16 weeks maximum for 24 and 26 lessons)
Nº. of lessons: (lesson=50 mins)	20, 24* or 26* lessons/week (* combined with oral skills option)
Levels:	Total Beginner to Advanced (6 main levels see note on page 9)
Maximum in class:	10 students (max. 6 in oral skills option)
Average in class:	7 - 8 students (4 - 6 in oral skills option)
Minimum age:	16 years
Ave. age range:	20 - 50 years
Class times:	08.30-12.30 or 16.00-20.00 (Subject to variation)
Examinations:	Continuing students take a level test in class hours on Fridays. "End of level" Examinations can be taken outside class hours on Fridays.

Super Intensive Course



This programme is based on the Intensive Course. In addition to the 20 lessons per week of general Spanish the students take an extra 10 lessons of oral communication skills.

The oral skills option is offered in "mini-group" format with a maximum of 6 students per class in order to create the most effective environment for active participation and the development of each student's communicative fluency.

If you already have an Intermediate level of Spanish and you wish to improve your communicative fluency for business situations, you might prefer our Spanish for Business programme (see page 15).



“ I have learned a lot since I've been here and the teachers are very friendly, open and caring. I came here because my cousin told me he had the best time of his life! ”

Marje van de Weer
The Netherlands

Testimonial



Levels (All courses except "Lifestyle" programmes)

Our General Language courses are offered at all levels. The other courses have specified levels. On the rare occasions we find that we only have one student at a particular level we reserve the right to provide a reduced number of 1-1 lessons.

COURSE FACTS

Super Intensive Course

Start dates:	Every Monday throughout the year except for total beginners who must come on the dates indicated (generally every 2 weeks)
Duration:	2-16 weeks
No. of lessons: (lesson=50 mins)	30 lessons/week
Levels:	Total Beginner to Advanced (6 main levels)
Maximum in class:	10 students (20 lessons/wk) 6 students (10 lessons/wk)
Average in class:	7-8 and 4-6 respectively
Minimum age:	16 years
Ave. age range:	20-50 years
Class times:	08.30-14.30 (Subject to variation)
Examinations:	Continuing students take a level test in class hours on Fridays. "End of level" Examinations can be taken outside class hours on Fridays.



The DELE Examinations

Malaca Instituto is an official Examination Centre for the DELE Exams.

DELE (Diplomas de Español como Lengua Extranjera) is the pre-eminent set of examinations of general Spanish for overseas students. The examinations are organised by the Instituto Cervantes and are officially recognised by the Spanish and other governments. The DELE Examination is offered at 6 levels (A1, A2, B1, B2, C1, C2) corresponding to the scales of the European Common Framework.

DELE Preparation Courses

The specific preparation for the examinations is offered as a 4-week unit immediately prior to the examinations. We also offer various combinations of the Intensive Course with the DELE preparation course to create longer-stay alternatives. The entry levels required to begin these courses are shown below.

Duration in weeks	A2	B1	B2
	<i>Having completed:</i>		
4	A2, mod. 1	B1, mod. 2	B2, mod. 2
10	Total beginner	A2, mod. 1	B1, mod. 2
12		A1, mod. 2	A2, mod. 3
14		Total beginner	A2, mod. 1
16			A1, mod. 2
18/19			Total beginner

We currently offer courses preparing for the A2, B1 and B2 exams. In addition any student having completed our level A1 (modules 1-3) should be able to pass the exam with no further preparation than a couple of private lessons. For Levels C1 and C2 we may consider creating group courses if there is sufficient demand or preparing individual students in 1-1 lessons.





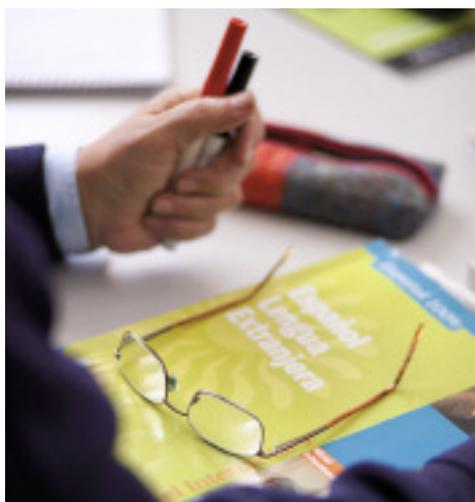
“ The courses are perfectly organised. There's a new teacher each hour and they always know exactly what we have done. The courses are varied and very effective and also a lot of fun. ”

Testimonial

Katharina Platzer
Germany

Examination Enrolment

The DELE examinations can only be taken at official examination centres designated by the Instituto Cervantes such as Malaca Instituto. Our students benefit from the convenience of taking the Exams in the school in which they are studying. We will help you to enrol for the examination but you must remember that this is your personal responsibility and the deadline is usually 4 weeks before the Examination. The course is scheduled so that the exam falls in the last week of the course.



COURSE FACTS

DELE A2, B1, and B2

Start dates:	The approximate dates are found on insert 1. (These dates are subject to change. Please check with us before you enrol)
Duration:	A2: 4 or 10 wks B1: 4, 10, 12 or 14 wks B2: 4, 10, 12, 14, 16, 19 or 20 wks
Nº. of lessons: (lesson=50 mins)	4-week courses: 4 lessons/day specific DELE exam preparation Longer courses: 4 lessons/day Intensive Spanish until the last 4 weeks of specific exam preparation.
Entry Levels:	See the text opposite for the entry levels required
Maximum in class:	10 students
Average in class:	7 - 8 students
Minimum age:	16 years
Ave. age range:	20 - 50 years
Class times:	08.30 - 12.30 (subject to change)



Access to Spanish Education

Spain has a highly developed education system encompassing both historic and modern universities. They all welcome overseas students.

3 reasons to study in Spain

- Spanish is an important world language:**
 - 3rd most spoken language
 - official language in 21 countries
 - 2nd language of business communication
- Qualifications for international careers:**
 - Fluency in Spanish and a Spanish university degree are outstanding career enhancing qualifications
- Relatively low cost:**
 - Studying at top quality public universities in Spain is relatively inexpensive when compared to other popular study destinations

Entry to Undergraduate Degrees via Selectividad

(Selectividad is now officially known as PAU-Prueba de Acceso a la Universidad)

There are 4 ways to enter an Undergraduate degree course in Spain:

- Selectividad Part 1 and 2:** all Spanish students; non-EU students except China.
- Direct entry:** EU and Chinese students qualified for university in their own country, plus overseas students who have passed international exams such as IB (Direct Entry students may need to take Selectividad Part 2 if they are aiming for highly popular degrees).
- Via Vocational Training:** 2-year post-high school courses giving access to certain Undergraduate degree courses.
- Transfer students:** students who have already successfully completed at least 1 year of a government-recognised degree course in their country can apply to enter the first year of a degree course in Spain.

At Malaca Instituto we prepare students successfully for **Selectividad**. The large majority pass and go on to study in public universities in Spain.

The Selectividad Exam

The exam takes place in June each year and again in September. Any student who passes has the right to a place at a public university in Spain. The exam is divided into 2 parts:

- **Part 1 :** Compulsory: 4 papers (including European language which we do not prepare for but can give advice on where to improve English).
- **Part 2:** Optional: 1-4 papers (we include 1 in price and can offer more preparation at a supplement) – only the best 2 papers count. This is to raise a student's marks to help enter very popular courses.

The requirements for taking Selectividad are:

- Having successfully completed high school
- A high level of Spanish
- A valid full student visa

Preparation course

At Malaca Instituto we prepare students for **Humanities** and **Sciences** as follows:

	Humanities	Science
Part 1 (compulsory) 4 papers	<ul style="list-style-type: none"> • Spanish language and text analysis • History of Spain • History of Art 	<ul style="list-style-type: none"> • Spanish language and text analysis • History of Spain • Maths or Physics or Chemistry or (on request) Technical drawing or Biology
European language: this is compulsory but not included in our programme. The minimum level required is A2 and if necessary we can arrange extra tuition.		
Part 2 (optional) 1 or 2 papers	<ul style="list-style-type: none"> • World Literature (included in price) • Maths for Social Sciences (supplement) 	<ul style="list-style-type: none"> • Maths or Physics or Chemistry
Providing access to degrees such as:	<ul style="list-style-type: none"> • Translating & Interpreting • Tourism • Journalism • Media Studies etc 	<ul style="list-style-type: none"> • Business • Engineering • Computing • Etc • Architecture (with Tech Drawing) • Medicine (with Biology)

The course content is as follows:

- 15 lessons per week including:
 - ♦ Advanced Spanish
 - ♦ Textual analysis
 - ♦ History of Spain
- 4 tutorials per week (2 per subject) in 2 Humanities or Science subjects. (a tutorial can be for 1 or more student)
- Help and guidance in:
 - ♦ Choosing appropriate subjects compatible with entry to the Degree of choice
 - ♦ Selection of University and Degree course according to a student's wishes and academic ability
 - ♦ Academic and visa paperwork
 - ♦ Enrolment for the Selectividad exam
 - ♦ University application
- Spanish for Academic Purposes:

After the Selectividad Exam (end of May/1st week June) students should remain in Spain for the process of university application. During this time they should be in full-time education. Our Spanish for Academic Purposes course (see opposite) is the ideal pre-university preparation for these students.





Entry to Post-Graduate Degrees

In today's competitive world, many students decide that they need more than just an Undergraduate Degree: they want a Master's Degree as well. Some decide to take this in another country and some of these decide to take it in Spain.

Master's programmes are for 1 or 2 years of full-time study and require 60 (1 year) or 120 (2 year) European Credits (ECTS). Each university has differing entry procedures and sometimes specific requirements. We will help you in this process as long as you enrol for at least 4 months study with us. The linguistic preparation will usually include an Intensive course and probably DELE Exam preparation and/or Spanish for Academic Purposes.

Vocational Training

Students who have successfully completed high school may enrol for Higher Vocational Training programmes (Formación Profesional Superior). These lead to government-recognised qualifications in a wide range of subjects after a 2-year training course. These qualifications can also be used to access certain Undergraduate Degrees as a first year student.



Spanish for Academic Purposes

This is a high level Spanish course for students about to enter Spanish university. It deals with the study skills in Spanish that you will need, eg.

- Essay writing
- Note taking
- Participating in tutorial classes and debates
- Rapid reading
- Dictionary skills
- Interpretation of graphs, numerical tables etc.

This forms part of the University Access (Selectividad) course but is also ideal for students entering post-graduate courses.

COURSE FACTS

Spanish for Academic Purposes

Start dates:	June and July
Duration:	8 weeks:
Min. enrolment:	4 weeks
No. of lessons:	20 per week (lesson=50 mins)
Entry level:	Having completed B2 or equivalent
Max. per class:	10 students
Min. age:	18 years
Class times:	10.30-14.30 (subject to change)
Certificates:	Malaca Instituto Certificate of Attendance of Spanish for Academic Purposes



COURSE FACTS

University Access - Selectividad Preparation

Start dates:	January
Duration:	29 weeks
Min. enrolment:	29 weeks
No. of lessons:	See opposite: Course Content (lesson=50 mins)
Entry level:	Having completed B2 or equivalent
Max. per class:	10 students
Min. age:	17 years
Class times:	10.30-14.30 (subject to change)
Certificates:	<ul style="list-style-type: none"> • Official notification of Selectividad marks • Certificates for Malaca Instituto exams



Spanish plus Hispanic Studies

This programme is intended for students who want to attain a high level of Spanish and learn about the civilisation and culture of Andalucía and Spain.

It is ideal for a "gap-year" student (pre or post university) or anyone else who wants to have "fluent in Spanish" as a career enhancing qualification.

The course is divided into 2 Terms (1 academic year) which can be taken separately, assuming the correct level of Spanish.

Term 1: Beginning in August, this is an intensive course of General Spanish, from beginner level. Students may join the course at weekly intervals according to their level.

Aim: To prepare students for the linguistic entry requirement of Term II (having completed B2, module 2 or equivalent)

Term II: Starting in January each year this course is a combination of Advanced Spanish and an overview of Spanish culture and civilisation. (See below for details of content)

Hispanic Studies Term II – Content

Hispanic 1: January (4 weeks)	Advanced Spanish + Spanish Cinema and the Media
Hispanic 2: February (4 weeks)	Advanced Spanish + Social, Political Institutions and the Economy
Hispanic 3: March (4 weeks)	Advanced Spanish + Geography, History 1 & History of Art 1
Hispanic 4: April (4 weeks)	Advanced Spanish + Spanish Way of life, History II, Literature I
Hispanic 5: May (4 weeks)	Advanced Spanish + History III, History of Art II, Literature II



Aim: To achieve fluency in Spanish and gain an insight into the Spanish mentality and way of life through a study of Spain's cultural heritage and life today.

4 week modules: Term II has been designed in 4-week modules to allow some students to come for just 4 weeks. (See below the details of content of each module.)



C O U R S E F A C T S	
Spanish plus Hispanic Studies	
Start dates:	Term I: August (see insert) Term II: January
Duration:	Term I: Min 4 wks, max 16 wks Term II: Min 4 wks, max 20 wks
Nº. of lessons: (lesson=50 mins)	4 lessons per day.
Entry Levels:	Term I: Beginner - lower intermediate Term II: Having completed B2, module 2
Maximum in class:	Term I: 10 students Term II: 15 students
Minimum age:	16 years
Class times:	Term I: 08.30-12.30 or 16.00-20.00 Term II: 10.30 - 14.30 (Subject to variation)
Examinations/ Certificates:	Malaca Instituto Certificates of Linguistic Competence, Certificate of Hispanic Studies

Spanish for Business



Spanish for Business 1 & 2

This is a course designed to help business executives improve their abilities to communicate in typical business situations in Spanish.

Spanish for Business is offered at 2 levels:

- **Spanish for Business 1**
(having completed B1, module 2)
- **Spanish for Business 2**
(having completed B2, module 2)

Both courses have a modular design to enable you to book a course for between 1 and 4 weeks. They are in "mini-group" format: a class size of maximum 6 participants and 6 lessons per day.

Executive Rooms

Our Executive clients usually prefer to take advantage of the extra degree of comfort provided in our Executive rooms in Club Hispánico (see page 24)



Course Content

This programme is based on role plays and practical situations from the world of business and is designed to teach and improve the usage of Spanish in the following types of situation:

Spanish for Business 1	Spanish for Business 2
<ul style="list-style-type: none"> • Personal introductions • Product presentations • Describing a company • Participating in meetings: <ul style="list-style-type: none"> - Taking notes - Making interruptions - Giving an opinion • Social situations 	<ul style="list-style-type: none"> • Human resources • Trade fairs and conferences • Buying and selling • Market research • Analysis of new products

To make the course more intensive or more specific to your particular needs you could add 1 lesson of individual tuition each day.

COURSE FACTS

Spanish for Business 1 & 2

Start dates:	see the dates and fees insert 1
Duration:	1 to 4 weeks
Nº. of lessons: (lesson=50 mins)	30 lessons/week
Entry Levels:	Spanish for Business 1: Having completed B1, module 2 Spanish for Business 2: Having completed B2, module 2
Maximum in class:	6 students
Average in class:	4 students
Min. age:	25 years
Ave. age range:	25-55 years
Class times:	08.30 - 14.30 (Subject to variation)

“ I would never have thought it possible to learn so much in 4 weeks and furthermore in such an agreeable atmosphere and environment. All the team are friendly and efficient. ”

Francis Gauthier
Business Executive, France

Testimonial

Spanish for International Trade & Commerce; One-to-One & Closed Groups

International Trade & Commerce

This course is designed for young professionals or students who want to improve their Spanish in the context of international commerce and trade.

It is an intensive programme made up of a combination of our Intensive Course of general Spanish (4 lessons per day with a max. of 10 per class) and 2 lessons per day of study of the world of commerce in Spanish. The Commercial Spanish lessons are taught in the Mini-group format of maximum 6 students per class.

The course is offered on specific dates (see insert) and while the complete programme is for 4 weeks it is designed in a modular format to allow you to take just the first or just the second 2 weeks.

The Commercial Spanish lessons include tuition in the language and theory of:

- Import/export
- Marketing
- The Spanish banking system
- Freight forwarding
- Customs
- Marketing and the Media

Chamber of Commerce Examinations

Examinations can be taken in Business Spanish and Tourism Spanish. Additional 1-1 classes would be necessary to prepare for these exams. Please ask for details.

COURSE FACTS

Spanish for International Trade and Commerce

Start dates:	see the dates and fees insert 1
Duration:	4 weeks (2 week enrolments possible)
Nº. of lessons: (lesson=50 mins)	30 lessons/week Intensive Course: 20 lessons Commercial Spanish: 10 lessons
Entry Level:	Having completed B1 You must complete our level test at the time of booking.
Maximum in class:	Intensive Course: 10 students Commercial Spanish: 6 students
Average in class:	8/4 students respectively
Min. age:	18 years
Ave. age range:	18-30 years
Class times:	08.30 - 14.30 (Subject to variation)



One-to-One

For the business or professional person with specific objectives, a limited time frame and frequently with highly developed preferred learning strategies, individual tuition is frequently the best option.

Courses are based around Malaca Instituto's own teaching materials and can be tailored to the needs of the individual student, in terms of both professional needs and preferred learning strategies. One-to-one lessons are usually at the rate specified on the fee sheet. However we do reserve the right to increase these charges in the case of highly specific programmes needing special preparation.

One-to-One courses can start on any Monday of the year on which the school is open and can be for 1 week or longer. If you choose this option please complete the Professional/Linguistic Questionnaire found on Insert 4 and return it with your Application Form.

Combined Courses

Increasingly we have professional clients who decide to take a combination of an Intensive Course and 1-1 and thus gain the benefits of group interaction and social networking and the specificity and intensity of individual tuition. These programmes work especially well in Malaca Instituto as the average age of our students on Intensive group courses outside the summer is higher than in most schools and therefore well-suited to professional people.

Closed groups

We are frequently requested to create "tailor-made" programmes of general or specific Spanish for a group of people with similar aims, objectives and level of Spanish. Typical groups are made up of teachers looking for refresher training, high-school or university classes or small groups of professional people.



This is a one or two-week refresher course for practising, non-native-speaking Teachers of Spanish.

Over the years Malaca Instituto has gained considerable experience in providing courses for teachers. These have been both “open-enrolment” programmes and tailor-made courses for pre-formed groups. Many have been funded from the Comenius programme.

This course combines 20 lessons per week of the Intensive course at an advanced level with 10 lessons per week of methodology.

The aim is to refresh the language and teaching skills of overseas teachers of Spanish. The methodology classes will take the form of workshops, presentations, debates, etc. all led by our trainers but expecting a high level of active participation and in-put from the participating teachers. The intention being to create a forum for the interchange of ideas and materials.



The content of the methodology lessons may include items such as:

- Ice breakers
- Stimulating interaction in the classroom
- Language games
- Alternative ideas for teaching grammar points

The programme is generally intended for teachers teaching in secondary schools. However a primary level teacher with the level of Spanish required could benefit from the programme.

We understand that in most European countries such a course meets the requirements of the Comenius Fund.



C O U R S E F A C T S

Spanish for Teachers

Start dates:	July
Duration:	1 or 2 weeks
Nº. of lessons: (lesson=50 mins)	20 per week Advanced Spanish 10 per week teaching methodology
Entry Level:	Having completed B2 or equivalent
Maximum per class:	10
Average in class:	8
Min. age:	22 years
Class times:	08.30 - 14.30
Certificates:	Malaca Instituto Certificate of Attendance of Spanish for Teachers

Closed group courses

We can create tailor-made courses for groups of teachers at any time of the year. These can also include “shadowing”. Please ask for details.



Summer Course

This course has been designed for the young adult (aged 16 to 20) who wants a study vacation at a very reasonable price. It is a classic combination of language course with a programme of cultural, social and sporting activities, and is a lot of fun!

The teaching method is fundamentally the same as on the Intensive Course but the course materials have been modified to take into account the different interests of this age group.

Despite these small changes, this is a serious language course and the students still have to complete daily homework assignments as described on page 4.

The teaching is always scheduled to take place in the afternoon, usually from 16.00-19.00, leaving plenty of time either side for excursions, sun-bathing, parties and siestas, not to mention homework!

Malaca Instituto Examinations take place every 2 weeks during lesson time.

At the weekend, the participants on this course can take advantage of a full-day excursion, which is included in the cost of the course.



Intensive Courses

Please note that the Intensive Courses continue throughout the Summer. Please see page 8.



“ I couldn't recommend a better holiday! I made friends with people from all over the world as we participated in a whole load of activities together, inside and outside the classroom. Learning a language has never been such fun ”

Andrej Rusakov
Russia

Testimonial





Sports and Activities

The activities programme is scheduled during the morning at a "civilised" hour and can include, beach sports, cookery classes, walks through historic Málaga, parties and boat trips amongst others.

A specific member of staff organises these activities and this person is also the key person responsible for younger students.



Sample Activities Programme	
Sunday	• Welcome talk
Monday	• Tour of Málaga • Introduction to the Activities programme • Aerobics Class • Welcome Aperitif with Paella
Tuesday	• Sports on the beach • Latin dance class • Spanish cinema
Wednesday	• Visit to the Cathedral and historic centre
Thursday	• Visit to the Bull-fight museum • Cultural talk : the Muslim cultural heritage in Málaga
Friday	• Beach Sports • Flamenco dance class
Saturday	• Full-day excursion to Granada*
Sunday	• Full-day excursion to Tarifa + surf class*
Monday	• Aerobics Class • Tapas evening in the historic centre
Tuesday	• Visit to a water fun park
Wednesday	• Cookery class • Cultural talk: Picasso's Málaga
Thursday	• Visit to the Picasso gallery
Friday	• Sports in the swimming pool

* 1 full-day excursion is included.
Items in **bold** are the exclusive Summer Course activities.

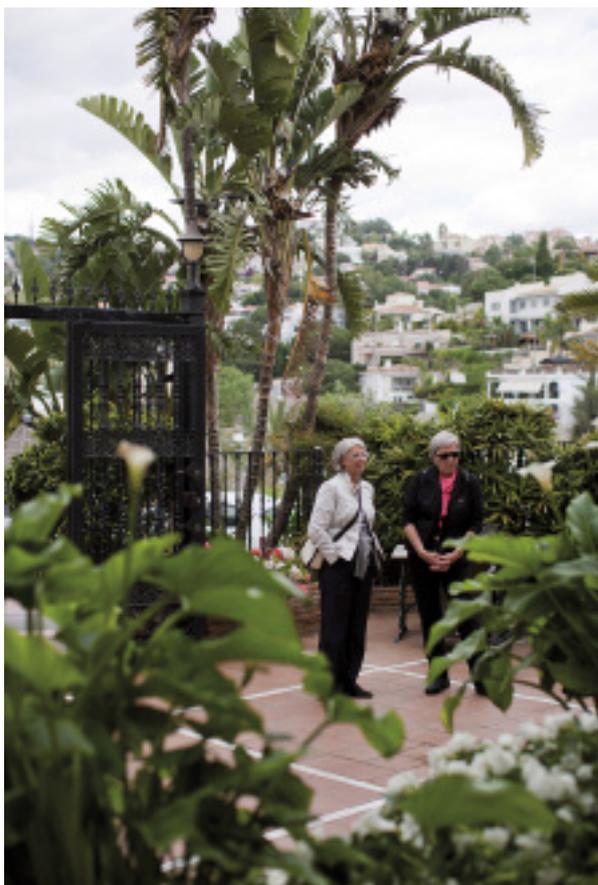
Under-age students
The parents of students aged under 18 must sign our Parental Permission Form to enable the students to participate. Please ask for a copy.

COURSE FACTS	
Summer Courses	
Start dates:	Every 2 weeks from mid June to the end of August. See insert 1
Duration:	2, 4 or 6 weeks
Nº. of lessons: (lesson=50 mins)	15 per week
Levels:	Total Beginner to Advanced (4 levels)
Maximum in class:	10 students
Average in class:	8 students
Min. age:	16 years
Ave. age range:	16-20 years (Max. 22 years)
Class times:	16.00 19.00 (subject to variation)
Examinations:	Every 2 weeks during class hours





Master Class - Club 50+



This is a 2-week programme aimed specifically at the mature student who appreciates cultures, likes getting to know people and has a love of learning - especially languages.

Over 3000 people have participated in this programme, making Malaca Instituto the undoubted leader in courses of this type in Spain. The principal reasons our mature clients choose Malaca Instituto are:

- **Experience:** over 15 years' in special 50s+ programmes
- **Mini-campus** – ideal, relaxing, convenient, secure environment
- **Specialised course books** – created by Malaca Instituto
- **Accommodation on site** – comfortable and suitable
- **Special activities programme** – designed for the 50s+
- **High standard of service**

The teaching is focussed on role plays and simulations with the aim to improve your ability to communicate in Spanish in the typical situations you will encounter in daily life in Spain.

The course combines highly practical language study with social activities and visits to places of cultural and historical interest. The content can include the following:

Practical Spanish for:	Cultural and social activities
<ul style="list-style-type: none"> • Asking directions • Introducing yourself • Ordering drinks and food • Shopping in markets • Visiting the doctor • Etc. 	<ul style="list-style-type: none"> • Dance classes (Sevillanas and Salsa) • Cookery lessons • Shopping in the market • Museum and gallery visits • Walking in the hills • Visit to the Botanical gardens • Excursions (Granada, Sevilla, etc.)

This programme is all about meeting people of similar interests from all over the world, enjoying the varied cultural and social opportunities of an Andalusian, Mediterranean city and learning the essential Spanish needed to really enjoy Spain - go on, spoil yourself - you'll love it!

COURSE FACTS

Master Class

Start dates:	autumn and spring (see insert 1)
Duration:	2 or 4 weeks
Nº. of lessons: (lesson=50 mins)	15 per week + activities every day (Mon-Fri)
Levels:	Total Beginner to Advanced (3 levels)
Maximum in class:	10 students
Ave. age range:	50-70 years
Class times:	08.30 - 11.20 (Subject to variation)

Spanish & Cookery



In this 1 or 2 week course, Malaca Instituto provides you with the chance to improve your Spanish and learn to prepare and appreciate classical Andalucian dishes with other like-minded people.

Málaga's local cuisine is a variant of the world famous Mediterranean diet. Here you find the freshest fish and seafood, fabulous olive oil, local fruit, vegetables, nuts and pulses - the basic natural ingredients of the regional gastronomy.

The course is a combination of our Intensive Course of general Spanish with cookery lessons and visits and activities related to food and wine. Your level of Spanish is unimportant.

A typical week can include the following:

- Spanish language classes
- 2 cookery sessions (each session a complete menu)
- Meals with the teacher
- Visit to the central market
- Talk on Spanish wines



“ Dear Mrs Willadsen,
The organisation of the Institute, the excellence of the teachers, and the methods of instruction, are without any doubt unsurpassable. The excursions showed us the Spanish way of life, and parts of Málaga, we had never seen before.
We have already bored our friends to death extolling the praises of every aspect of our stay, including the enthusiasm and the patience of the teachers, and have recommended the Institute to every one we know.
We shall be back as soon as possible.”

Frederick Gelder
Birmingham, England

Testimonial

COURSE FACTS

Spanish & Cookery

Start dates:	Various dates throughout the year: see Insert 1
Duration:	1 or 2 weeks
Nº. of lessons: (lesson=50 mins)	20 lessons per week Intensive Spanish + Cookery lessons and activities
Levels:	all levels from beginner to advanced
Maximum in class:	Spanish: 10 Cookery: 15
Min. Age:	16 years
Class times:	08.30 - 12.30 (Spanish) (these times are subject to change)

Levels - Lifestyle courses

In the exceptional case that we do not have sufficient clients on a specific date to make the programme interesting we reserve the right to negotiate a revised version of the course with the student(s) concerned.



Spanish & Dance

These are 1 or 2 week courses combining our Intensive Course of general Spanish with 2 lessons per day of dance classes.

Spanish and Salsa

In recent years there has been a huge world-wide resurgence of interest in all forms of "latin" dance. This has resulted in a tremendous success for our Spanish courses combined with Salsa and other Latin dance forms.

Spanish and Flamenco

Andalucia is the cradle of Flamenco – a passionate art form which is one of the key influences of Andalusian culture. There are 3 areas of flamenco: Baile (dance), Cante (singing), Toque (guitar and rhythm). We concentrate on teaching dance.

This is an introductory programme and aims to teach the steps of the Sevillanas and some other typical Flamenco movements. We want our students to be able to impress their Spanish friends with their interest in and knowledge of their culture.

Both courses combine an Intensive Course of Spanish at any level with 2 lessons per day of dance.

You may study for 1 or 2 weeks (or combine this with a longer course of Intensive Spanish) – please see the dates and fees inserts to check the starting dates.

Once you have taken our dance course, if you wish to continue to perfect your dance skills we can recommend local dance schools to you.



These courses are offered on specific dates which you will find detailed on Insert 1 and occasionally you can combine Salsa and Flamenco and enrol for 4 weeks.

Your level of Spanish does not matter as you will join an Intensive Course (see page 8) at your particular level. The dance classes are for beginners or those with a little knowledge.

Dance Studio

The Dance Studio has a purpose-built wooden floor, air conditioning, sound system and practice mirrors. Adjustable partitioning allows lessons to be given in smaller or larger spaces according to need.



Salsa and Sevillana classes continue to be offered once or twice a week as a part of our social programme for those who do not want an intensive programme.

COURSE FACTS

Spanish & Dance

Start dates:	Various dates throughout the year: see Insert 1
Duration:	1 or 2 weeks
Nº. of lessons: (lesson=50 mins)	20 lessons per week Intensive Spanish 10 lessons per week Salsa or Flamenco
Levels:	Spanish: all levels from beginner to advanced Dance: beginner and those with some knowledge of the basic steps
Maximum in class:	Spanish: 10 Dance: 20
Min. Age:	16 years
Class times:	Spanish: 08.30 - 12.30 Dance: 16.00 - 18.00 (these times are subject to change)

Spanish & Internships



In today's business environment the ability to communicate in several languages is essential. However, young people and employers are increasingly looking for more than this. They want inter-cultural business skills of the sort that can only be gained by working in different countries.

Malaca Instituto organizes professional internships in Málaga. These are un-paid internships and the programme is intended to be for a minimum of 3 months. Students must also take a minimum of 4 weeks Spanish but this can coincide with the first 4 weeks of the internship. It should be understood that a student's ability in Spanish is one of the primary criteria in determining the type of work placement possible.

Malaca Instituto will follow-up and monitor each student to ensure that they are happy in their work practice and are gaining the experience necessary to meet their objectives.

It should be noted that these work experience placements are not remunerated and that a fee is payable for the placement and monitoring service.

This programme offers an exceptional career enhancing opportunity for young people. If this sounds like the programme you are looking for please ask for further information.



Professional and business sectors

The Internships can be in different professional areas and we find the following to be amongst the most popular:

- Marketing and advertising
- Design
- Hotel industry
- Tourism
- Medical services
- Educational sector
- Private and Public Institutions
- Gastronomy

COURSE FACTS

Spanish & Internships

Start dates:	Any Monday throughout the year, including summer. (Beginners in Spanish on scheduled beginner's dates.)
Duration:	3 months or longer.
Content:	<p>Minimum 4 weeks Intensive Spanish (can be in parallel with first month of Internship).</p> <ul style="list-style-type: none"> • Minimum 3 months, non-paid, Internship in a local Spanish company.
Entry level:	Usually B2 - this can vary according to type of Internship requested.
Max. per class:	Intensive Spanish: 10
Min. age:	18 years.
Supervision of Internship:	<ul style="list-style-type: none"> • nominated host company supervisor. • formal, monthly, meetings in-company. • up-date meetings/phone conferences between MI co-ordinator and student each 2 weeks.
Certificates:	<ul style="list-style-type: none"> • Malaca Instituto Certificates of Attendance for courses taken and Certificates of Linguistic Competence for exams passed. • Hosting company certificate of Internship.





Club Hispánico

Our on-site School Residence, Club Hispánico, is one of the main distinguishing features of our school and is of prime importance in the creation of the very friendly atmosphere for which we are famous.

It offers a range of options from fairly small singles to the larger Executive rooms, all with en-suite facilities. All rooms have direct-dial phones and safe deposit boxes, many have balconies and the Executive rooms also have double beds, fridge, and larger bathrooms.

Executive Studios
We now have 8 Exec. Studios which we believe are amongst the best accommodation offered by language schools in Spain.

Facilities	Standard single	Twin room	Triple room	Executive	Executive Studio
1 single bed	•				
2 single beds		•			•
1 bunk & 1 single			•		
double bed				•	
"King-size" bed					•
Shared balcony	•				
Private terrace				•	
Shower room + toilet	•	•	•		
Full size bathroom				•	•
Air conditioning					•
Kitchen					•
Direct-dial phone	•	•	•	•	•
Wi-fi					•
TV				•	•
Fridge		•	•	•	•
Safe deposit boxes	•	•	•	•	•
Tea & coffee facility				•	•

• Twin and Executive rooms can be for single or shared use.



- 24-hour reception
- on-site bar
- restaurant
- pool
- student lounge
- dance studio...

The 24-hour reception allows guests to come and go as they please and receive messages. This also provides a high degree of security. There is a daily cleaning service (except Saturdays) and bed linen is changed once a week.

As the Club is on the same site as the School, it is extremely convenient and allows you to use the swimming pool, sun terraces, gardens, bar, restaurant, cinema, dance studio, etc. - not to mention going to class - without having to walk more than 50 yards.



The Club is very popular among students and the Executive rooms in particular are appreciated by our corporate and Master Class clients.

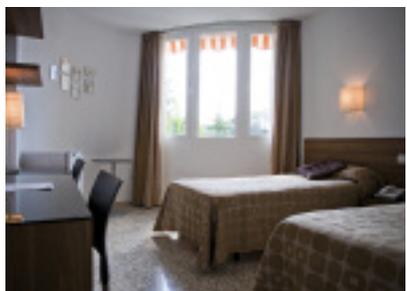
Executive bathrooms



Executive Studio



Twin room



Host Families & Student Apartments

For the serious student who is prepared to be flexible and wants to live a truly Spanish lifestyle during his/her stay in Málaga, living with a host family can be the best option.

You will eat Spanish food (at times when Spaniards eat), meet Spanish people and have an excellent opportunity to practise your newly acquired Spanish in real-life situations.

In exchange for these benefits you have to fit in with the way of life and customs of your host family and this sometimes requires a great deal of tact and flexibility.

Some of our host families live in private houses with gardens, others in town houses or flats: most are within walking distance of the School and, if not, a maximum of 30 minutes travel. They have all been carefully selected and visited by our staff.

We offer Host Family accommodation on a half-board basis in single and twin rooms.

Student Apartments: Types A & B

This is the most economical option. You can choose between types A and B according to your taste and budget.

You share an apartment with up to 5 other students. You can choose to have a single or twin room and you share a kitchen and other facilities with the other students.

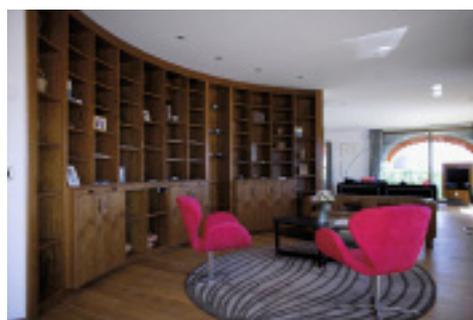
The students are responsible for general cleaning and our staff visit once every 2 weeks to clean the general areas and sheets are changed weekly.

The apartments are only for students aged 18 years and over and we suggest that someone aged 30 or over will prefer the higher level of comfort provided by the Type A apartments.

Student Apartments can only be booked for 2-8 weeks. Once in Málaga you can extend your stay but we must have 4 weeks' notice.

The minimum guaranteed facilities and conditions of the two types of apartments are as shown below:

Student Apartments	
Type A *****	Type B ***
<ul style="list-style-type: none"> • Within 10 minutes walk of school • High quality furnishings • Air conditioning • Access to swimming pool (May-October) • Fully equipped shared kitchen • Safe deposit boxes in each room 	<ul style="list-style-type: none"> • Within 30 minutes walk of school • Easy access to transport and shops • Comfortable furnishings
<ul style="list-style-type: none"> • Single or twin rooms • Shared bathroom(s), living room and kitchen • TV and clothes washing machine • Full maintenance service • No extra charges (gas, electricity, etc.) 	



Individual Apartments

For clients who would like an apartment exclusively for themselves we can sometimes rent other apartments.

ACCOMMODATION FACTS

Host Families:	<ul style="list-style-type: none"> - Half Board. - Minimum stay: 2 weeks - Single rooms - Twin rooms
Student Apartments (A & B)	<ul style="list-style-type: none"> - Self-catering. - Min/max booking: 2-8 weeks, extendable - Single rooms - Twin rooms
Individual Apartments:	<ul style="list-style-type: none"> On request. Minimum rental period: 1 month

Type A



Type A



Type A



Social programme and excursions

In addition to studying Spanish you will want to learn about Spain, see the countryside of Andalucía, eat Spanish food, meet Spanish people and visit the great cities.

We help you to do all this and more! We organise visits to Córdoba, Granada, Sevilla and Ronda, to the white-washed villages like Nerja and Frigiliana. We take you to Africa for the weekend to show you at first hand a little of the modern-day Moroccan culture that in the past had such an influence in forming the traditions, way of life and architectural heritage that we see in Andalucía and Málaga today.

We prepare paella together, go walking in the mountains; we teach you to dance Sevillanas and how to cook Gazpacho and Tortilla; we bring musicians and dancers to the school for "fiestas" and generally help you to meet people, make friends and enjoy your stay in Málaga.

We also provide you with all the information that you need to make the most of Málaga's excellent sports and social facilities.



Rent a Car & play Golf

To make the most of the 40 or more golf courses on the Costa del Sol, you will need your own transport. Only one course (par 9) can easily be reached by public transport.

Many students make use of the special hire-car rates we have with Europcar.

Sports

The Mediterranean climate makes Málaga, and Andalucía in general, the perfect destination for sports enthusiasts. Most sports are available. Here are some examples:

- **Golf:** Amongst a wide range of sports available golf is without any doubt, the most popular and important. There are around 40 golf courses within 2 hours drive of Málaga, many of them championship level courses.
- **Tennis:** Courts are available a short walk from the school.
- **Jogging:** there is a jogging track of compacted sand on the beaches leading towards the city centre.
- **Fitness training:** Malaca Instituto has its own mini-gym with professional-level workout machines.
- **Skiing:** From December to May it is usually possible to ski in the Sierra Nevada, about 2 hours from Málaga.
- **Aerobics:** Students can participate free of charge each weekday in a variety of aerobic type classes.
- **Hiking:** Within 30 min. drive of the city centre you can walk in the mountains on clearly marked trails.



How to get to Málaga

By Air

Málaga International Airport is 20 minutes by taxi from the school and has excellent links with many European cities.

By Car

You follow the signs to Málaga and then take the "Ronda" (ring road) of Málaga towards Motril. You take the exit marked "Pedregalejo" immediately after a tunnel (Túnel, Cerrado de Calderón) and one minute later you arrive in Cerrado de Calderón. Here we suggest you ask for Club Hispánico.



Teaching Spanish since 1971

Malaca Instituto

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