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Spanish Services for Universities and Colleges

Spanish language services for
institutions of higher learning,
by the



instituto
exclusivo



The **instituto exclusivo, i.e.**, is a Spanish language school specializing in helping university students to achieve advanced competency in Spanish. The **i.e.** teaches both online, using the program Skype, and on site, at its comfortable institute in La Paz, Bolivia.



The **i.e.** will go the extra mile to provide the exact curriculum required, including specialized professional vocabulary (and jargon) and near-real exercises (e.g. practice research interviews, telephone practice, writing e-mails, correspondence...). This is why **i.e.** services are so complementary to the regular courses offered at universities and colleges.

The **i.e.** has developed a range of services for universities, colleges and schools, outlined in this brochure.

If you have needs other than those listed here, please do not hesitate to contact us. We will almost certainly be able to accommodate your wishes.

Learn Spanish online

This is a great option for students who are interested in improving their grades within a couple of months, or for those who need a crash course immediately before an examination. Most online students take one to two hours of private conversation classes per week in addition to the regular class program. This generally improves their grades by about 10 to 15%, and a student can



expect to be close to fluent within two academic years. In online classes, a student can concentrate on any aspect of the language in which he or she wants to improve. Students most commonly use their one-on-

one online lessons for conversation practice, as this is something that is lacking in most traditional courses. Alternatively, one could concentrate on grammar, composition or vocabulary. High grades are guaranteed.

An educational institution may choose to advertise additional **i.e.** online Spanish classes to its students. In that case, the **i.e.** will create individualized programs for each student, according to his or her wishes. Alternatively, the **i.e.** can be hired by the institution to take over part of its regular program, such as weekly conversation classes.

Online classes can be either one-on-one sessions or small group sessions of up to four participants. Participants may have their own computer, or may share simultaneously with one other participant.

“Skype Exchange” between Spanish learners and English learners

This is an additional service that the **i.e.** offers to its long-term students, providing them with ample opportunity to practice their Spanish so that they can progress faster.

How does it work?

The **i.e.** finds native Spanish speakers to exchange conversation over Skype. This exchange takes place in an informal, stimulating environment between native English speakers who are studying Spanish and native Spanish speakers who are studying English. We organize such exchanges between university students in Bolivia and English-speaking countries. The students each get two language partners and weekly instructions as to what information they have to find out from them. Each week, the Bolivian students write a report in English detailing the information they have found out about their language partners, while the English-speaking students do the same in Spanish. This exchange results in each student conversing in the target language for one to two hours a week.



See our special brochure “Skype Exchange” for more detailed information.

Learn Spanish to obtain a DELE certification



The **i.e.** gives courses to prepare students for the DELE diplomas at the “Inicial”, “Intermedio”, and “Superior” levels. DELE stands for “Diploma de Español como Lengua Extranjera”, or “Diploma of Spanish as a Second

Language”. Those who pass hold a certificate recognized by the European Union and throughout the world. With the DELE Superior, one has sufficient Spanish skills to enter a Spanish language university. The exams take place twice a year (around the 12th of May and the 12th of November). It is possible to take the examination in most major cities around the world.

This examination is the best way to prove one's Spanish skills and to test how one is progressing. The DELE tests the four main skills of reading, writing, listening and speaking, as well as knowledge of grammar and vocabulary. These tests are quite comprehensive, requiring thorough preparation and a lot of focused practice. The **i.e.** has developed a specific curriculum of 30 hours for each level of the DELE. This curriculum gradually and specifically prepares the students to pass the examination. The **i.e.** has a number of examinations from previous years which are available, and each DELE preparation group can take up to three mock examinations for practice (including all the audio and oral examination parts). Our teachers are experienced with this examination and they grade mock examinations as the real ones will be graded.

Spanish essay writing course

This course is specifically designed for university and college students who need good writing skills in Spanish. The student gets a weekly essay assignment with a choice of topics and some specific instructions appropriate to his or her level of essay writing and Spanish. The essay is submitted via e-mail. In total, twenty essays are handed in. The student receives the corrected essay with changes in the text, attached comments, and overall suggestions for structure and style. After receiving the corrected essay, the student and teacher meet online for thirty minutes (using Skype) to discuss the corrections and suggestions.

The standard course for essay writing takes twenty weeks to complete. Since this is a fully individual course, a student could take several twenty-essay courses of increasing difficulty.

The student will receive a certificate if all twenty essays are handed in and good progress has been achieved.

Spanish Remedial class

This option is specifically for the weaker Spanish students, who will receive one to two hours a week of one-on-one classes. The classes focus on catching up with the curriculum. Course content depends on the specific weaknesses of the individual student, and thus may concentrate on conversation, vocabulary, writing and/or grammar.

Spanish work-placement or internship

The **i.e.** organizes a range of work-experience placements. Examples of suitable candidates may include students in technical courses (with placements in solar energy, mechanical engineering, and carpentry), business courses (with placements in marketing, business analysis, startups, and market research), or occupational therapy (with placement in schools for the handicapped). We also offer the option to spend the summer (or a term) teaching English in a state school in Bolivia. All participants start by taking either a three-week intensive Spanish course in La Paz or a ten-week online Spanish course before arrival.

Please check our special brochure “Work in Bolivia” for more information.

Exchange with a Bolivian University

We can organize a semester exchange at the Universidad Católica San Pablo, known as the best university in La Paz. A wide range of courses is available at all levels for US university credit. Check out the website: www.ucb.edu.bo.



Before university classes begin, participants take three weeks intensive language training at the institute (in La Paz) or ten weeks of online individual preparation.

Volunteering in La Paz

We can organize volunteer positions such as work in an orphanage or handicapped school, work with children who live in jail or on the street (because their parents were convicted), teaching in primary or secondary schools (teaching English or other subjects), or helping building houses for poor families. All participants start by taking either a three-week intensive Spanish course at the institute in La Paz or a ten-week online Spanish course before arrival.

Homestay in La Paz

If you are going to work in La Paz or study at the Universidad Católica, you may well find it convenient to stay with a Bolivian family. This is a convenient way of getting to know the Bolivian culture and



practicing your Spanish a bit more. In addition, it is generally the cheapest option for accommodation.

The **i.e.** has put together a brochure, "Homestay in La Paz", listing homestay options, their prices, locations, room descriptions, amenities, and whether food is included.

Please note that the **i.e.** does not intermediate between students and their host families, nor does it take a commission on the homestay. Each student is responsible to negotiate his or her own homestay directly with the host family.

Services for Spanish Teachers

Too many exams and assignments to correct? We can help! You can even have us design the exams for you. We can also conduct oral examinations for your students online, using Skype. Please note that for this service, we need to have already worked with you for some time so that we are familiar with the curriculum.