

# Dear IELTS Preparation Class Student – 2018

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Updated on 5 March 2018

Welcome to the IELTS Preparation Class at the Institute of Commercial Education (NZ). I am very excited to have you in my class.

I am Alan Culhane from Auckland. I grew up in West Auckland. After graduating from Auckland University, I worked at Cambridge University's St John's College as a medical researcher. I met my Korean wife there and decided to move back to New Zealand in 1992 to raise our kids. I am now living in Manukau.

- Education Background: M.A. degree (Russian), RSA CELTA, Diploma ELT
- Teaching Philosophy: I use the communicative approach with topics based on students' interests.



## Testing

- Every 3 months all students in the school are given a test to check overall progress. In addition, I will also give you regular progress tests so you have a better idea how you are doing in your studies.
- At the end of your studies you will be given another test so you can see clearly how well you have done during your time at the school.

## Textbook

- The textbook for my class is "Total English - Starter Students book with Active Book pack" - all students must purchase the book as a condition of their study, ie, only genuine students will be supported by Immigration NZ. Under copyright law, I cannot make copies for you.
- I will also use a lot of practical material which will help you with living English

## Outdoor Activities

- We regularly organise class and school trips to give you more opportunities to practice your English outside and experience New Zealand culture. Some of these activities have a small cost involved, but you can choose whether or not you wish to attend.

## Student Representative

- Our student representative is Mia (Li Zhang). Feel free to talk to them about any issues you are experiencing but also to me directly and I will be happy to assist you.

## Food and Drink

- As a courtesy to other students please do not consume food or drink in the classroom. We have a break at 11am everyday and the school has a kitchen area for you to use.

## Leave

- As a reminder, if you wish to take leave you will need to apply in advance through school management