Terms and Conditions

Your registration on an LFA course will be subject to the following terms and conditions.

1. Full course fees are due for payment at the time of registration.
2. The University reserves the right to cancel any course which does not recruit a viable number of students. A full refund will be made in this case.
3. Any request for a class change must be made to the LFA office and depends upon the availability of places.
4. Regular attendance is vital in order to make progress with your course and the LFA office must be notified of any absences. If you are obliged to withdraw due to medical reasons, you should notify the LFA office as soon as possible.
5. If you fail to attend three or more classes without notifying your tutor or the LFA office, you will be considered to have withdrawn and your place may be offered to a student on the waiting list.
6. LFA will seek to keep to the course and exam dates published, but reserves the right to alter times/dates in the event of unforeseen circumstances. If you are unable to attend at the new times/dates arranged for the course, a full refund will be given.
7. LFA reserves the right to cancel a class if the tutor is absent due to illness or unavoidable circumstances. If a class has to be cancelled, the tutor will arrange a replacement class at a time to suit the majority of students. No refunds will be made in the event of some course participants being unable to attend at the rearranged time.
8. LFA courses are centrally timetabled and classes are held on both the Heslington West and Heslington East campuses. Rooms will change from term to term. Please check your eVision timetable/LFA website at the start of each term.
9. The University reserves the right to change fees and charges without notice.
10. All bank charges are the responsibility of the student.
11. The University does not accept responsibility for losses or expenses incurred, however caused.
12. All refunds before the start of the course must be requested in writing and are paid as follows:
   1. up to one month before the start of the course: full refund
   2. up to one week before the start of the course: 50% refund
   3. on or after the start of the course: no refund
13. Refunds are not normally paid after the start of the course. Any request made after this date should be made in writing to the Director of LFA and must be related to extenuating circumstances beyond your control and supported by written evidence. All refunds are subject to an administrative fee of £20.

If you have a query about any of these terms and conditions, please contact the LFA office by email (lfa@york.ac.uk) or telephone (01904 322493).
Languages offered:
• Arabic
• Chinese (Mandarin)
• Classical Latin
• Dutch
• French
• German
• Italian
• Japanese
• Medieval Latin
• Modern Greek
• Polish
• Portuguese
• Russian

Languages for All offers a range of foreign language courses to help you communicate with people from other countries and gain an insight into other cultures.

Course levels:
Level 1
beginners (A1/A2 of the CEFR*)
Level 1 PLUS
suitable if you have basic language skills or have completed a beginners course (A2 of the CEFR)
Level 2
intermediate (suitable if you have GCSE or 2-3 years of previous study) (A2 of the CEFR)
Level 2 PLUS
higher intermediate; suitable if you have AS level or equivalent (4-5 years of previous study) (A2/B1 of the CEFR)
Level 3
advanced; for those with A level or equivalent (6 years of previous study) (B1 of the CEFR)
Level 3 PLUS
suitable if you have basic language skills or have completed a beginners course (A1/A2 of the CEFR*)
Level 4
for those with 7 years of previous study (B2 of the CEFR)
Level 5
for those with 8 or more years of previous study (C1/C2 of CEFR)

* CEFR = Common European Framework of Reference for language levels.

Languages and levels are available subject to the demand for a particular course. We reserve the right to withdraw courses for which the demand cannot be run due to low demand.

Course fee:
£210 – staff/members of the public
£187 – over 60s; students from other colleges
£57 – University of York students
£50 – visiting students
£69 – staff/members of the public
£170

Languages for Business

Italian for Musicians
Italian for Musicians is a 19-week language course aimed at music learners, musicologists and music enthusiasts with no previous or little knowledge of Italian. The course is designed to give learners basic language skills in Italian through musical texts and audio-visual material. By the end of the course students will be able to communicate in basic Italian, will become familiar with basic musical terminology and will be able to translate short extracts from libretti, songs and simple passages related to music history.

Course fee:
FREE – if taken by an undergraduate student as their free entitlement
£142 – University of York undergraduate/postgraduate students / visiting students
£187 – over 60s; students from other colleges
£210 – staff/members of the public

LFA Courses taken as Degree Modules
Under the university’s modularisation scheme, undergraduate students can take some LFA courses on the 19-week general programme as 20-credit degree modules. This is an easy way to add an international dimension to the modules studied within your degree.

If you wish to take an LFA course as a degree module, please check with your academic department first in order to ensure that this is possible within your degree programme. As LFA courses are “long thin” modules taught over all three terms, your degree structure must be able to accommodate your language course alongside your other modules.

If you are taking an LFA course as a degree module, the weekly time commitment outside class will be around five hours.

If your department confirms that you can take an LFA course for credit, please contact us so that we can liaise with your department and register you on a course for degree credit. Where parallel groups are offered, we will try to group students taking courses for degree credit in the same class.

LFA also runs specialist modules for some departments. Please see our website for a list of courses available.

General LFA Courses
Our general LFA courses form our main language learning programme and run for 19 weeks over Terms 1, 2 and 3. Courses are based on one two-hour class per week and are mainly held in the evening slot (6.15-8.15pm) and on Wednesday afternoons. These courses focus on all four language skills (reading, writing, speaking and listening) and aim to provide a practical, real-life knowledge of the language studied. Teaching is based on a course textbook and/or handouts and is supported by a range of other material such as audio, video and digital extracts plus Internet-based activities and the use of the VLE (Virtual Learning Environment).

Courses are evaluated by end of year examinations (oral, listening and written) timetabled over several weeks in May. In addition to the weekly two-hour class, you will be expected, on extra-curricular courses, to spend around three hours on private study to consolidate your language learning. Successful completion of the examinations leads to the award of the LFA certificate.

Course fee:
£142 – University of York undergraduate/postgraduate students / visiting students
£187 – over 60s; students from other colleges
£210 – staff/members of the public

Conversation and Culture Courses

These courses are aimed at those who wish to focus on speaking and listening skills and have limited time available for language study. Courses are offered at a variety of levels and involve a one-hour lunchtime session each week. A certificate of attendance is given to those who complete the course. Teaching is in a small group of up to 15 participants.

Conversation and Culture courses run for eight weeks and are available in Terms 1 – 3 (subject to demand). Please email lfa@york.ac.uk if you are interested in this course.

Course fee:
£63 – University of York students
£69 – staff/members of the public

Languages@Lunchtime

These are non-assessed courses which provide an excellent opportunity for those who wish to develop their language skills with an emphasis on business or the work environment. The courses cover all four language skills (speaking, listening, reading and writing) and also offer an insight into the business culture of the target language. Teaching is in a small group of up to 15 participants. The course runs for eight weeks and in the final session, students will carry out a short business-related presentation. A certificate showing the skills acquired will be awarded to successful participants. Terms 1 – 3 (subject to demand). Please email lfa@york.ac.uk if you are interested in this course.

Course fee:
£57 – University of York students
£63 – staff/members of the public

Holiday Courses

Our holiday courses in French, Italian and Spanish run in Term 3 and enable you to gain the basics in the language or brush up your communication skills before going abroad. Courses are offered at Levels 1 and 1 Plus and run over four weeks in June (eight lunchtime sessions). Teaching is in a small group of up to 15 participants.

Course fee:
£57 – University of York students
£63 – staff/members of the public

LFA website for information about course content.

Free LFA Course Entitlement for University of York Undergraduate Students

At the University of York, we believe that it is important to prepare students for living and working in a global environment, and that learning a language can add an international dimension to your studies as well as providing a personally enriching experience.

Language learning is a key asset in enhancing your range of personal skills and employability; past students often report back to us that their LFA certificate has been a valuable asset when applying for jobs.

In the light of the importance of language skills and inter-cultural awareness in an increasingly international world, if you are an undergraduate student studying for a University of York degree you are entitled to take one course free of charge on the 19-week LFA general programme in any year of your degree studies. Please note that short courses are not included in this offer.

Please see our website for a list of the courses which can be taken under the free entitlement scheme.

This entitlement is not available to Visiting Students.

LFA Courses for Degree Credit

LFA Conversation and Culture courses, conducted in the target language, are non-assessed courses which provide an excellent opportunity for those wishing to enhance their language skills and gain confidence in speaking.

In small groups (max 12 students) you will be encouraged to participate in pairwork, discussions and debates appropriate to your level of command of the language. There will be an emphasis on using modern materials from a variety of media including the Internet.

Conversation and Culture courses run for eight weeks and are available in Terms 1 – 3 (subject to demand). Please email lfa@york.ac.uk if you are interested in this course.

Course fee:
£63 – University of York students
£69 – staff/members of the public

Languages@Lunchtime courses run for eight weeks and are available in Terms 1 – 3 (subject to demand). Please email lfa@york.ac.uk if you are interested in this course.

Course fee:
£74 – University of York students
£86 – staff/members of the public

Holiday Courses

Our holiday courses in French, Italian and Spanish run in Term 3 and enable you to gain the basics in the language or brush up your communication skills before going abroad. Courses are offered at Levels 1 and 1 Plus and run over four weeks in June (eight lunchtime sessions). Teaching is in a small group of up to 15 participants.

Course fee:
£57 – University of York students
£63 – staff/members of the public

Languages for Business

These courses are available in French, German and Spanish and are aimed at those wishing to develop their language skills with an emphasis on business or the work environment. The courses cover all four language skills (speaking, listening, reading and writing) and also offer an insight into the business culture of the target language. Teaching is in a small group of up to 15 participants. The course runs for eight weeks and in the final session, students will carry out a short business-related presentation. A certificate showing the skills acquired will be awarded to successful participants. Terms 1 – 3 (subject to demand). Please email lfa@york.ac.uk if you are interested in this course.

Course fee:
£170