

VIN-TER

CONNECTING
CULTURES

CONGRATULATIONS!

Your child is now a Vin-Ter Learner; therefore, we want to WELCOME you and your child and share some important information you need to understand for a better journey with us.

This guide contains all the necessary information for academic aspects and administrative procedures to facilitate any process or concern you may have, ensuring that you and your child receive all the benefits that VIN-TER Language School has to offer.

Thank you for allowing us to guide your child on his or her new LEARNING ADVENTURE.

¹This document is provided to Vin-Ter Students, Instructors, and administrative representatives.

Any distribution of this document not authorized by Vin-Ter Language School will be under any penalty by federal law. For more information, visit us at <https://www.vinterlanguageschool.com/enrollment-agreement/terms-of-use>.

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1. LEVELS AT VIN-TER LANGUAGE SCHOOL

The KID Program is offered at three levels: Initial Stage, Stage 1, and Stage 2.

LEVEL	UNIT	COURSE	GOAL
INITIAL STAGE	4	Pre-Kindergarten	Stimulating the understanding of simple instructions and vocabulary in class, through playful and dynamic practice according to the cognitive development of 4- and 5-year-old children.
	4	Kindergarten	
STAGE 1	6	Kid 1	Understanding of basic instructions presented only in the target language through a dynamic methodology designed for children between 6 to 8 years old.
	6	Kid 2	
	6	Kid 3	
STAGE 2	8	Juniors 1	Understanding of new linguistic structure and vocabulary enrichment that will allow the student to communicate with greater fluency and confidence in various situations, through a dynamic methodology designed for students between 9 to 13 years old.
	6	Juniors 2	
	6	Pre-Teens	

At Vin-Ter, we also offer the following Program for those starting at a different level of knowledge in the language (this program is provided after taking the Vin-Ter Language Skill Test).

Program	Levels	Units	European Kids Level
Super Youth 1	Beginner	6	A1
Super Youth 2	Upper beginner	6	A2
Super Youth 3	Intermediate	6	B1
Super Youth 4	Upper-Intermediate	6	B2
Super Youth 5	Advanced	6	C1
Super Youth 6	High proficiency	6	C2

For schedule, dates, and other related information, visit us at www.vinterlanguageschool.com

2. PROGRAMS AND MODALITIES

At Vin-Ter, we have a wide range of scheduling and frequency for each program. This document is designed to help you understand the different modalities that Vin-Ter LS offers. See a breakdown for each program.

Program	Frequency of Classes	Duration
Kids (Initial Stage, Stage 1, Stage 2)	Regular program four times a week	1hr each class
Kids (Stage 1, Stage 2)	Weekend Programs Saturdays and Sundays	2hrs with a 10-min break in between.
Kids (Initial Stage, Stage 1, Stage 2)	Intensive program Three times a week	1hr 30 mins with a 5-min break in between.

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Super Youth (SJ 1-6)	Regular program Four times a week	1h each class
Super Youth (SJ 1-6)	Weekend Programs Saturdays and Sundays	1h 30 mins with a 5-min break in between.
Super Youth (SJ 1-6)	Intensive program Three times a week	2hrs class with a 10-min break in between.

Program	unit	Duration
Every program is divided into units	1	1 unit completed within a month
Regular Program	1 unit is completed in 4 weeks	16 hours
Regular Intensive Program	2 units is completed in 4 weeks	24 hours
Weekend Program	1 unit is completed in 8 weeks	24 hours
Kid Stage 1 and 2 Weekend Program	1 unit is completed in 8 weeks	32 hours

These programs are provided as distance learning (online) and in-person (face-to-face). For scheduling, please visit us at www.vinterlanguageschool.com

3. METHODOLOGY

At Vin-Ter Language School, your kid will be taught in a Total Immersion Learning Methodology provided by our highly well-trained and experienced Language Instructors and native of the target language. We will provide an access credential for your Kid's own-paced learning homework. Our independent learning digital platform will allow the student to have access to their level material and assignments given and monitored by their instructor.

How can your kid log in to his/her account?

Our registration and administration office will provide you with your kid's unique credentials and steps to do so.

To request your kid's credentials, please email us at schedules@vinterls.com

4. EVALUATION AND TESTING SYSTEM

The first initial stage level, the Pre-K and Kindergarten courses, have no final exams. However, your kid will be constantly evaluated to ensure the understanding of all topics being taught in class. An example of the evaluated question could be as follows.

- Instructor: what is this?
- Student: It's a ball.

If the answers are in full sentences, then the evaluation has succeeded.

Parents of all students will receive a "Student Performance Card" at the end of every regular unit or every 4 weeks for those taking the weekend program or intensive program.

For the other levels/programs, there is an evaluation provided to the student. From the first day, students are evaluated to ensure their understanding of the topics that are being taught during class, and besides the practice and daily evaluation, students need to take a final unit test to continue to the next level.

Understanding scoring at Vin-Ter Language School

The following chart shows a breakdown of the scoring and its meaning. This system will be used when evaluating the performance of students in three aspects of the language scoring system (LISTENING, WRITING, AND SPEAKING).

Scores awarded to students	In Letters	Meaning
8 – 10	A	Excellent Performance
5 – 7	B	Good Performance
1 – 4	C	In developing to satisfactory performance
0	D	Absent

It is required that students get a minimum of 25 points out of 30 points to be able to continue to the next level, if that student does not meet the minimum points required, students must re-take the unit. A student who has successfully completed the program will automatically be given a Vin Ter certification and could also take the international test to accredit his/her level.

5. LANGUAGE KNOWLEDGE ASSESSMENT TEST

The assessment test will be provided for those with an understanding of the target language and will be placed on the right language level after evaluation.

This Language Knowledge Assessment Test is divided into two parts:

1. Part one (Reading and Writing)
2. Part two (Listening and Speaking)

For those students who have stopped taking classes for over three months, they will be required to take the Language Knowledge Assessment Test to continue with the process of enrolling into classes.

For those seeking to take the test, please visit our website at

<https://www.vinterlanguageschool.com/booking-calendar/language-assessment-test>.

6. ATTENDANCE

At Vin-Ter Language School, we promote the value of time for your kid and our instructors.

1. For the “Regular Program”, a maximum of three absences is allowed, for more than three absences, the student will automatically fail the unit.
2. For the “Weekend Program”, a maximum of one absence is allowed, for more than one absence, the student will automatically fail the unit.
3. For the “Intensive Program,” a maximum of two absences is allowed. For more than two absences, the student will automatically fail the unit.

7. INTERNATIONAL TESTING

Students who have started the level program from the beginning to the end of the level program will be exempt from paying for the International Test fee¹. For any information on what type of examination

your kid will need, please contact us through email at info@vinterls.com [Subject: International testing info].

Those who have not started the program from the beginning will have 20% off for being part of the Vin-Ter Language School alumni. For more information, please contact us at info@vinterls.com [Subject: International Testing info].

¹ Terms and conditions apply, please visit www.vinterlanguageschool.com for more information.

8. ADMINISTRATION PROCEDURES

For any of the programs that you would like your kid to start taking with us, please keep in mind that you will need to talk to one of our counselors before enrolling your kid in a program. You can contact us at www.vinterlanguageschool.com and select “CONTACT US” for one of our representatives to get in touch with you or call +1(240) 802-0858.

9. REGISTRATION SYSTEM

Once you are sure about the right program for your kid, you are welcome to visit our website and choose one of the programs. Your kid will also have a Vin-Ter Learner’s ID number that will be used for any transaction, library access, and more.

Our website is designed to be easy and quick to use. However, we understand that some technical issues might occur, and for that reason, our sales department is always excited to help you out.

1. OPEN THE CHAT BOX, AND YOU WILL BE CONNECTED TO AN AGENT.
2. CHOOSE THE OPTION OF HELP METHOD (PHONE CALL/OR CHAT)
3. YOUR VIN-TER LEARNER ID WILL BE REQUIRED. (IF ISSUED).
4. SUBMIT YOUR PAYMENT.
5. ENJOY YOUR FIRST DAY IN CLASS.

Once you have completed the administration office, a new Icon of your purchased program will have all the information and access, such as access to the online classes, platforms, and more.

10. BENEFITS AND SCHOLARSHIPS

Vin-Ter Language School provides several Benefits and Scholarships for your kids and families. You can find more information about it on our website at www.vinterlanguageschool.com/benefits-scholarships

11. GENERAL INFORMATION

When entering and exiting the facilities:

Students must present their Vin-Ter Learner's Identification Card (Vin-ID) to enter any Vin-Ter Centers. If an ID has not been provided by the admission office yet, proof of your kid's current tuition payment will facilitate the student's entry. Otherwise, Vin-Ter security may deny entering the center.

Entry is prohibited with weapons and any object that threatens the integrity of our students or staff members.

Students must remain within our facilities only during class hours.

It is the responsibility of any parents or guardians to pick them up punctually at the end of their sessions.

Vin-Ter Language School does not have a nursery area; therefore, our Institution is not responsible for the care of students outside of academic hours.

If, for any reason, the student must leave the center before the end of a class, you must authorize and notify it personally to the front desk. If someone else is picking up your kid, please notify us via e-mail at schedules@vinterls.com, providing all information about the person picking up the student when leaving the center, as well as the Vin-Ter Learner's ID of the student.

Wishing you and your kid a happy and memorable journey at Vin-Ter Language School