



Welcome to the e-Advance BEC (Business English Certificate) Prep Course

BEC is an ideal English language exam if you are preparing for a career in business. There are three different levels of BEC: BEC Preliminary, BEC Vantage and BEC Higher.

The BEC exams are aligned with Levels B1 to C1 of the Common European Framework of Reference for Languages — an internationally recognized benchmark of language ability.

Course Content

1. Reading, Development & Vocabulary
2. Writing Business Correspondence
3. Grammatical Accuracy & Expressions

Reading

In this Unit, the student will read texts to develop familiarity with English in a business context, current articles from newspapers, magazine and internet. All texts will be discussed to develop fluency, vocabulary acquisition and exploration of different writing styles, and comprehension.

Writing

In this Unit, the student will learn how to apply the conventions of layout in formal letter writing and e-mails for a range of different purposes, but aimed primarily at business-style formats and content. Additionally, the unit contains practice for writing business letters of enquiry and reply, fax, notes and memos. Skills explored in this unit include writing with clarity, and with some accuracy in the choice of words, phraseology and style, reading and paraphrasing, or summarizing, and reading data (in tables, diagrams, and graphs), interpreting the information and relaying the meaning with clarity and accuracy in e-mail and letter writing.

Grammar

In this Unit, the student will develop grammatical accuracy, where the focus will be on the correct use of tense phraseology and language to fulfill a number of business related purposes such as, making comments, requesting information, agreeing to request, explaining, reassuring and complaining.



Course Duration & Scheduling Options

The duration of the course is 40 hours.

The student can choose one of the following study schedules:

<i>Hours/week</i>	<i>Hours/month</i>	<i>Total duration</i>
2	8	5 months
4	16	2 months 2 weeks

Modality

The BEC Prep course is available in the modality One-to-One Coaching in residence or company of the student.

Prices

The chart below shows course prices in three options, in full, 5 installments and 2 installments. Discounts for monthly installments are awarded for payments prior to 10th day of each. All payments are in advance.

<i>Payment Method</i>	<i>Price</i>	<i>Discount</i>	<i>Total with discount</i>
In full	R\$ 2.600,00	20%	R\$ 2080,00
5 installments	R\$ 520,00/month	10%	R\$ 2340,00
2 installments	R\$ 1300,00/month	10%	R\$ 2340,00

Note: Prices include study material, simulations, evaluations, and test registration support in Brazil.