



BBSI Examinations & Externally Accredited Qualifications

International qualifications are a requirement for any student who wishes to enter a British university or find work in an English-speaking working environment. Furthermore examinations provide an excellent method for students and professionals to focus on specific areas of the English language which they may need for their career. BBSI encourages students to take as many examinations as possible during their time at the College, and to acquire as many academic and professional qualifications as possible while perfecting your English-language and professional communication skills.

The majority of BBSI courses include the option to study for a variety of examinations as an integral part of your training programme. The key to success in examinations is thorough preparation, coupled with adequate practice and effective examination technique. BBSI specialist tutors assist all prospective candidates to prepare comprehensively for examinations, monitor your progress and provide adequate examination practice and guidance. The following examinations are available at BBSI:



University of Cambridge ESOL Examinations. Cambridge ESOL provides the World's leading range of certificates for learners of English. The Cambridge ESOL certificates are recognised at some level in most non-English-speaking countries in the world for both employment and study purposes. At BBSI students can prepare for the following examinations, which are recognised by universities and employers throughout the World:



First Certificate in English. The First Certificate in English (FCE) is an Upper-Intermediate level examination that indicates sufficient proficiency in English to be of practical use in clerical, secretarial and managerial jobs for example, or in the tourist industry, where contact with English speakers is required. FCE is also useful preparation for students working towards higher-level examinations, such as the CAE or CPE. The FCE examination can be sat 3 times per year in Bournemouth. Examination dates in 2007/8 are as follows:

Reading, Writing & Use of English.

2007	Saturday 8 December	Tuesday 11 December
2008	Saturday 8 March	Tuesday 10 June
	Saturday 14 June	Saturday 06 December
	Tuesday 09 December	

Speaking & Listening.

2007



16 November-16 December

2008

29 February-23 March

19 May-22 June

14 November-14 December



Certificate in Advanced English. The Certificate in Advanced English (CAE) is the second-highest level of Cambridge ESOL examination and is ideal for those who want to work or study abroad. A CAE certificate demonstrates language skills in a wide range of contexts. The examination is based on realistic tasks, and indicates the ability to use the language in practical situations, such as meeting and discussions. CAE is also useful preparation for students working towards higher-level examinations, such as the CPE. The CAE examination can be sat 3 times per year in Bournemouth; dates in 2007/8 are as follows:

Reading, Writing & Use of English.

2007

Wednesday 12 December

2008

Saturday 08 March

Wednesday 11 June

Wednesday 10 December

Speaking & Listening.

2007

16 November-16 December

2008

29 February-23 March

19 May-22 June

14 November-14 December



Business English Certificate. There are 3 levels of Business English Certificate (BEC) examination: the BEC Preliminary, BEC Vantage and BEC Higher. The BEC exams are linked to the Council of Europe's [Common European Framework of Reference for Languages](#), and to the UK Qualifications and Curriculum Authority's National Standards for Literacy, within the National Qualifications Framework (NQF). BBSI is an accredited BEC Examination Centre. All 3 examinations are ideal for students preparing for careers in the fields international business and commerce, where a good knowledge of English is required to function effectively. BEC certificates are internationally recognised and demonstrate that the holder has acquired an appropriate



standard in English in a professional context. The BEC examination can be sat 4 times per year in Bournemouth. Examination dates in 2007/8 are as follows:

BEC Preliminary

2007

Saturday 17 November

2008

Thursday 13 March

Thursday 05 June

Saturday 17 May

Saturday 15 November

BEC Vantage

2007

Saturday 01 December

2008

Friday 14 March

Friday 06 June

Saturday 31 May

Saturday 29 November

BEC Higher

2007

Saturday 24 November

2008

Wednesday 12 March

Wednesday 04 June

Saturday 24 May

Saturday 22 November



Cambridge ESOL International Certificate in Financial English.

Students will develop competent business English and professional communication skills, and acquire the University of Cambridge ESOL International Certificate in Financial English (ICFE). BBSI is an accredited ICFE Examination Centre. The ICFE examination is prepared by Cambridge ESOL in conjunction with the Association of Chartered Certified Accountants (ACCA) to meet the demand in helping students of finance and finance professionals to demonstrate that they have the financial English skills needed to communicate and converse with other accounting and finance professionals within the international business community. With the development of globally-recognised International Accounting Standards (IAS) and greater globalisation within the world of finance, successful candidates will have the opportunity to prove their linguistic ability, and to pursue international career opportunities. The ICFE examination can be sat twice per year at BBSI. Examination dates in 2007/8 are as follows:

2007

17 November



2008
10 May

15 November



University of Cambridge ESOL International Legal English

Certificate. The International Legal English Certificate (ILEC) is a University of Cambridge ESOL examination produced and assessed by Cambridge ESOL Examinations in collaboration with TransLegal, Europe's leading firm of lawyer-linguists. BBSI is an accredited ILEC Examination Centre. English is an essential tool for any lawyer working with international matters, and employers need to know that the legal staff they appoint have a sufficient level of English to be able to communicate with clients and professionals in other countries. At the same time, law students and newly-qualified lawyers need to be able to show employers that they have the required language skills. The ILEC examination allows candidates to demonstrate their skills, and therefore to increase their employability. It is based on realistic texts, tasks and topics of the kind legal practitioners might meet in their daily working lives. Preparation for the ILEC is included automatically within this BBSI study programme. ILEC can be sat twice per year at BBSI. Examination dates in 2007/8 are as follows:

2007
17 November

2008
10 May

15 November 2008.



International Computer Driving License®. The International

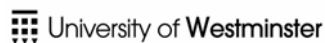
Computer Driving License® (ICDL) is an internationally-recognised qualification that verifies practical competence in computer skills in either a professional or personal capacity and is the fastest growing international IT user-qualification. It is designed specifically for those who wish to gain a benchmark qualification in computing to enable them to develop their IT skills and enhance their career prospects. No prior knowledge of IT or computer skills is needed. The ICDL raises an individual's level of competency in IT & computing skills and improves personal productivity, both at home & at work; and provides individual's with an internationally-recognised qualification. Examinations can be arranged in Bournemouth by appointment.



ICAO Aviation English-Language Proficiency. ICAO Aviation English testing can be conducted only by external, independent and approved examiners. BBSI utilises CAA-approved language testers and the test is conducted in separate 45-minute oral sessions. We are in the process of devising an on-Line language test to assess against the ICAO Level 4 (Operational) criteria and details will be published as soon as the assessment process is developed to a satisfactory standard. Aviators submit an on-Line audio recording and results



will be forwarded within 10 days of submission. Successful candidates can then be formally accredited and certified accordingly.



NATO STANAG Military English-Language Proficiency.

Military English assessment, grading and certification is conducted at BBSI by Ministry of Defence Language Examining Board (MODLEB) examiners, in association with the University of Westminster. Certification is issued by MODLEB in accordance with the NATO STANAG 6001 Military Language Descriptors and is wholly acceptable as a formal measure of the operational and administrative Military English language skills level of the holder. The test is conducted in 4 separate sessions to assess the 4 language skills: speaking, listening, reading and writing. NATO STANAG testing is conducted on completion of each BBSI Military English course, or by special arrangement.



Certificate in Management. The Chartered Management Institute (CMI) is the largest professional management institute in Europe. BBSI is an *Approved Training Centre* for CMI and, as such, offers the CMI Certificate in Management (Level 3) qualification. Trainees can achieve either the full award, or, where time is limited, partial accreditation for those modules successfully completed. The CMI elements are externally accredited to the rigorous standards of the Chartered Institute and are assessed by means of course work standards, attendance and fortnightly assignments. The 8 units required for the CMI Certificate in Management are incorporated in modular format within the BBSI Management & Business Administration syllabus. Normally, a minimum study period of 24 weeks is required to complete all 8 CMI modules; however, students studying for lesser periods can achieve partial accreditation depending upon the number of CMI assignments successfully completed. These qualifications are widely accepted by international employers and by major British universities. There are no CMI examinations. Quality of work is assessed by means of submitted fortnightly assignments.



Certificate in Logistics & Transport. The Chartered Institute of Logistics & Transport (CILT) Certificate in Logistics & Transport (Level 3) is designed to provide a sound foundation for a career within the transport and supply-chain fields and is a qualification designed to equip potential supervisors and first-line managers with a complete set of management skills. It is recommended that individuals wishing to undertake the CILT (UK) Certificate in Logistics & Transport (Level 3) should be involved in the establishment of activity plans to support logistics operations, managing and controlling operational logistics, or purchasing and supply activities. To obtain the CILT (UK) Certificate trainees need to study one core unit and one elective unit from the 9 optional units available. Quality of work is assessed by means of externally-graded assignments.



Certificate in Purchasing & Supply. The Chartered Institute of Purchasing & Supply (CIPS) exists to promote and develop high standards of professional skill, ability and integrity among all those engaged in purchasing and supply chain management. CIPS is the leading body representing the field of purchasing and supply chain management, and has become the central reference for industry best practice. CIPS code of conduct is the standard around the World and Royal Charter is recognition of the status of CIPS as a centre of excellence and support for the profession. All CIPS qualifications are approved by the Qualifications Curriculum Authority (QCA) and appear on the National Database of Accredited Qualifications (NDAQ). Trainees undertake Level 3 Certificate examinations for the compulsory units of the syllabus, and submit either Case-Study work or an assignment for external assessment, which could be a mixture of role play and a test of theory, knowledge and understanding. CIPS examinations can be booked on-demand. Assessment is flexible; there are no fixed examination dates.



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