

**CIAL - Centro de Línguas
Lisboa & Faro**

GENERAL INFORMATION



PORTUGUESE

A language for more than 200 000 000 speakers

Angola – Brazil – Cape Verde – Guiné Bissau – Mozambique

Portugal – São Tomé e Príncipe - Timor Lorosae

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Cial Lisbon



Cial Faro

We hope this Manual will help you choose the right programme and destination.

PEOPLE IN CIAL

Who we are at the Department of Portuguese as a Foreign Language:

CIAL LISBOA

- Renato Borges de Sousa (Dr.)
 - Administrator, CIAL Group
 - Director of the Department
- Alexandra Borges de Sousa (Dr^a)
 - Director of Studies
 - International Relations
- Angelina Antunes (Dr^a)
 - Accommodation Officer
 - Social Programme
- Teresa Margarida
 - Registrar
- Hermínia Malcata
 - Head Teacher (school building)

CIAL FARO

- Cristina Palma (Prof.)
 - School Manager
- Sofia Machado
 - Reception

AN OVERVIEW OF THE COUNTRY AND THE LANGUAGE

Portugal is one of the warmest European countries.

In mainland Portugal, yearly temperature averages are about 13°C (55°F) in the north and 18°C (64°F) in the south. Madeira and Azores have a narrower temperature range as expected given their insularity, with the former being wet and rainy, and the later having low precipitation in most of the archipelago. Spring and Summer months are usually sunny and temperatures are very high during July and August, with maximum averaging between 30°C and 35°C (86°F - 95°F) in the interior of the country, and occasionally reaching 45°C (113°F) in the south. Autumn and Winter are typically rainy and windy, yet sunny days are not rare either. Temperatures rarely fall below 5°C (41°F) nearer to the sea, averaging 10°C (50°F), but can reach several degrees below 0°C (32°F) further inland. Snow is common in the mountainous areas of the north, especially in Serra da Estrela.

Portugal's climate can be classified, depending on the location, as Mediterranean (particulary the the Algarve and Alentejo, though technicaly on Atlantic shore), Oceanic (most of the north-west coast) or simply Temperate.

Portuguese is a Romance language official in Angola, Brazil, Cape Verde, East Timor, Guinea Bissau, Macao (Administrative Region of China), Mozambique, Portugal, and São Tomé and Príncipe.

With more than 200 million native speakers, Portuguese is one of the few languages spoken in such widely-distributed parts of the world, and is the fifth or sixth most-spoken first language in the world. Because Brazil, with 184 million inhabitants, constitutes about 51% of South America's population, Portuguese is the most widely spoken language in South America and it is also one of the key languages in Africa.

The language was spread worldwide in the fifteenth and sixteenth centuries as Portugal created the first and the longest lived modern-world colonial and commercial empire (1415–1975), spanning from Brazil in the Americas to Macao in China. As a result, Portuguese is now the official language of several independent countries and is widely spoken or studied as a second language in many others. There are also various Portuguese Creole languages spread all over the world. It is an important minority language in Andorra, Luxembourg, Namibia, and Paraguay.

Large Portuguese-speaking immigrant communities exist in many cities around the world, including Montreal, Toronto in Canada, Paris in France and Boston, New Bedford, Cape Cod, Providence, Newark, New York City, Miami, and Houston in the United States.

Portuguese is spoken by about 187 million people in South America, 17 million Africans, 12 million Europeans, two million in North America and 0.34 million in Asia.

Portuguese is also an official language of the European Union, Mercosul and the African Union (one of the working languages) and one of the official languages of other organizations. The Portuguese language is gaining popularity in Africa, Asia, and South America as a second language for study.

Portuguese is with Spanish the fastest growing western language, and, following estimates by UNESCO it is the language with the higher potentiality of growth as an international communication language in Africa (south) and South America. The Portuguese speaking African countries are expected to have a combined population of 83 million by 2050. The language is also starting to gain popularity in Asia, mostly due to East Timor's boost in the number of speakers in the last five years, and Macau is becoming the Chinese Mecca for learning Portuguese, where in early 21st century, the language use was in decline, today it is growing as it became a language for opportunity due to Chinese strategical cooperation with the Portuguese speaking countries.

WELCOME TO CIAL YOUR PORTUGUESE LANGUAGE SCHOOL

For over 30 years CIAL has organised Portuguese Language Courses during which time thousands of students have experienced that special blend of efficiency and cordiality typical of Portugal, ensuring that CIAL maintains its international reputation as a competent and friendly language institute.

The teaching methods have become more sophisticated, audio-visual systems refined, and a greater variety of options have been made available to students.

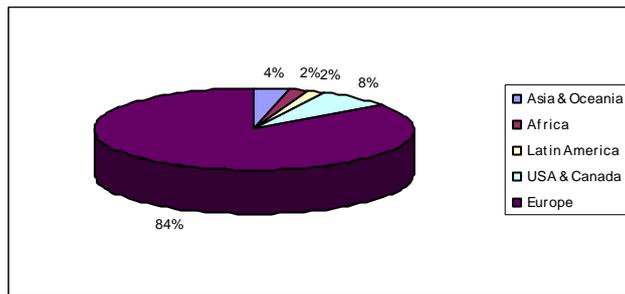
CIAL's teaching staff have been producing teaching materials for many years which, after publication, became the leading teaching materials worldwide.

CIAL offers high quality teaching, combining flexibility, competence and friendliness. We believe our responsibilities are not confined to the four walls of the classroom: the aim is to provide students with a full cultural experience.

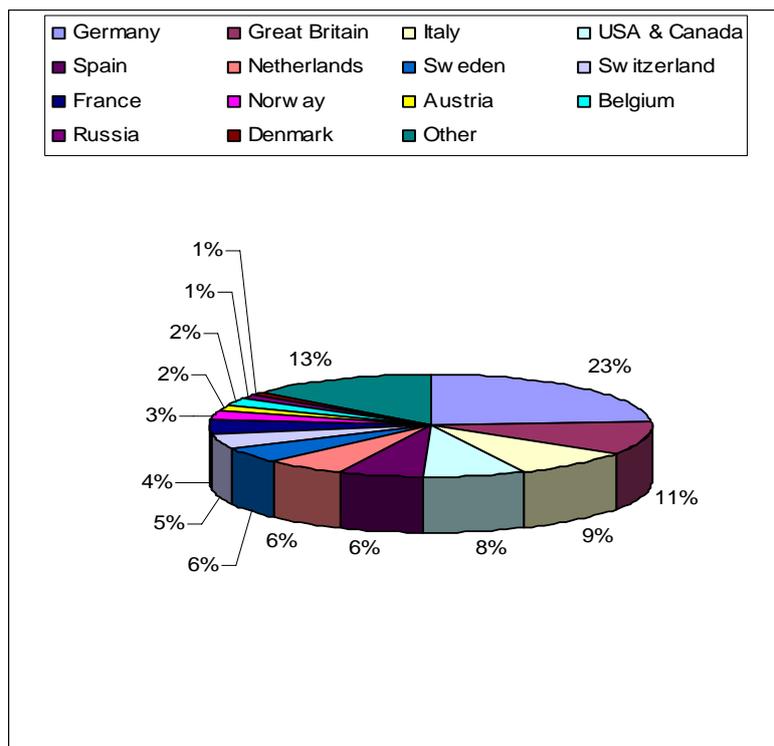
The age of CIAL students ranges from 16 to 80, the motivation to learn the Portuguese language varies as widely as the nationalities.

STUDENTS' NATIONALITY BREAKDOWN

ORIGIN OF OUR STUDENTS



PREDOMINANT NATIONALITIES



CIAL SCHOOLS

Lisbon

CIAL has 3 premises in Lisbon, all in the area of Saldanha Square with easy access by all types of public transportation (Annex 1).



The school is near the beautiful Eduard VII Park, with its Cold and Hot Greenhouses, while the city is scattered with many pleasant parks and gardens, some overlooking the River Tagus. The site where Expo'98 took place, now Parque das Nações, offers a wide range of outdoor entertainment possibilities as well as theatres and exhibitions.

The area where the school is located is both a residential and business area, as are many of the quarters in Lisbon.

Lisbon's International Airport, the main railway station (Santa Apolonia) and the central Bus station are only 15/20 minutes away by taxi or by bus.

Lisbon is approx. 300 Km from Oporto, to the North, and 300 Km from Faro, to the South in the Algarve.

In Lisbon there are approx. 1,5 million inhabitants.

CIAL in Lisbon has 20 classrooms for the teaching of Portuguese. The school is equipped with tvs, videos, audio recorders, computers and private units of language laboratory. Students have free access to the Internet (limited in length).

The central office is located on Av. da República, 41-8º where both the Director of Studies and the Accommodation Officer are available daily for any questions.



Faro (Algarve)

CIAL in Faro is located in the heart of the city, within walking distance to the waterfront and main monuments. This area is both a residential and business area, near St. António Street, a pedestrian shopping street (Annex 2)



Faro is a city that keeps its authenticity without being overcrowded with tourists.

Faro International Airport is 30/45 minutes away by taxi. The central Bus station is within walking distance from the school.

Faro is approx. 300 Km from Lisbon, to the North, and 600 Km from Oporto, to the North.

In Faro there approx. 300 000 inhabitants.

CIAL in Faro has 8 classrooms for the teaching of Portuguese. The school is equipped with tvs, videos, audio recorders, computers and private units of language laboratory.

Within a few kilometres distance from Faro, students can easily reach the worldwide famous beaches, golf courses, fun waterslide parks and other water sports facilities for which the Algarve is known.

There is always plenty of information available at the school of all possibilities in store for the adventurous or nature loving student.



METHODOLOGY & TEACHING STAFF

CIAL's method places specific emphasis on language for communication.

The method can be described as structural/functional, the grammar and structures being taught and learned naturally, through practical usage.

Classes are progressive from the starting dates, but apart from absolute beginners, who must begin on the starting dates, students can join a class at any time if vacancies exist at the suitable level.

Groups have a maximum of eight participants (12 for Easter and Summer Courses) so that monitoring and assessment are continuous and personalised.

Individual and Private Group courses are programmed according to the students' specific requests including different professional and cultural themes if requested. Students are welcome to bring documentation they may need to work on.

Students are encouraged to use CIAL's audio, video, computer and library facilities in order to practice language skills.

CIAL has developed over the years its own teaching materials, now published and used worldwide including textbooks, tapes, videos and CD Roms.

CIAL employs only qualified teachers, friendly yet highly professional. Refresher courses are held regularly to bring staff up-to-date in techniques and materials.

On the first day of classes, students who are not absolute beginners will be given a Placement Test, after an oral interview, in order to assess their knowledge of the language.

DIPLOMAS, CERTIFICATES AND EXAMS

CIAL Certificates

CIAL has developed its own examinations and CIAL's Diplomas and Certificates are widely recognised.

* Attendance Certificate	At all levels and courses
* Completion Certificate	At all levels after written Test grading 75% or plus
* Intermediate Diploma	At level IV after Exam (Oral and written) grading 85% or plus
* Advanced Diploma	At level VI after Exam (Oral and written) grading 85% or plus

Official Exams and Certificates for Portuguese as a Foreign Language (PLE)

Students can be prepared for the:

- Exams for CAPLE Certificates and Diplomas (Lisbon University) (Exams in May, July and November)
CIAL can enroll students for these exams at an extra fee
- Exams for CILP Certificate (Universidade Caxias do Sul – Brazil)
Exams are taken at CIAL with Brazilian teachers, at any time

MEMBERSHIP AND ACCREDITATION

CIAL is a founding member of:

- IALC – International Association of Language Centres
- AEPLÉ – Associação de Escolas de Português Língua Estrangeira

CIAL courses are recognised by:

- Portuguese Ministry of Education
- IQF (professional training)

CIAL courses are accredited by German authorities for Bildungsurlaub programmes.

CIAL Portuguese Language and Culture Programmes are accredited by some U.S.A. Universities.

THE LEVELS

CIAL LEVELS			Council of Europe's Common Framework	Alte Levels
ELEMENTARY	Beginner	I	A1	Alte Breakthrough
	Elementary	II	A2	Alte 1
INTERMEDIATE	Pre-Intermediate	III	B1	Alte 2
	Intermediate	IV	B2	Alte 3
ADVANCED	Pre-Advanced	V	C1	Alte 4
	Advanced	VI	C2	Alte 5

CAN-DO STATEMENTS

LEVELS	Listening/Speaking	Reading	Writing
C2 ALTE Level 5 CIAL Level VI	CAN advise on or talk about complex or sensitive issues, understanding colloquial references and dealing confidently with hostile questions.	CAN understand documents, correspondence and reports, including the finer points of complex texts.	CAN write letters on any subject and full notes of meetings or seminars with good expression and accuracy.
C1 ALTE Level 4 CIAL Level V	CAN contribute effectively to meetings and seminars within own area of work or keep up a casual conversation with a good degree of fluency, coping with abstract expressions.	CAN read quickly enough to cope with an academic course, to read the media for information or to understand non-standard correspondence.	CAN prepare/draft professional correspondence, take reasonably accurate notes in meetings or write an essay which shows an ability to communicate.
B2 ALTE Level 3 CIAL Level IV	CAN follow or give a talk on a familiar topic or keep up a conversation on a fairly wide range of topics.	CAN scan texts for relevant information, and understand detailed instructions or advice.	CAN make notes while someone is talking or write a letter including non-standard requests.
B1 ALTE Level 2 CIAL Level III	CAN express opinions on abstract/cultural matters in a limited way or offer advice within a known area, and understand instructions or public announcements.	CAN understand routine information and articles, and the general meaning of non-routine information within a familiar area.	CAN write letters or make notes on familiar or predictable matters.
A2 ALTE Level 1 CIAL Level II	CAN express simple opinions or requirements in a familiar context.	CAN understand straightforward information within a known area, such as on products and signs and simple textbooks or reports on familiar matters.	CAN complete forms and write short simple letters or postcards related to personal information.
A1 ALTE breakthrough level CIAL Level I	CAN understand basic instructions or take part in a basic factual conversation on a predictable topic.	CAN understand basic notices, instructions or information.	CAN complete basic forms, and write notes including times, dates and places.

SERVICES AND ACTIVITIES AVAILABLE TO STUDENTS

Social Programme

A full programme of activities is available to the students including visits to museums, monuments and places of interest in the afternoon, evening outings to live music concerts, bars, and Saturday half-day visits.

Each school organises a monthly calendar of extracurricular activities each 4 weeks, which are included in the price!

These activities are subject to a minimum number of inscriptions.

The activities run either in the morning, afternoon or in the evening.

Also available are full-day Sunday excursions and typical dinners on Fridays at an extra cost, to be paid locally, also subject to a minimum number of inscriptions..

Students are accompanied by experienced monitors who turn all these activities into memorable experiences of Portuguese life and culture.

In each of the cities there are many opportunities for different sports: golf, water sports, etc.

Information is available in the schools where staff will help students choose and make arrangements.

EXAMPLES OF ACTIVITIES AVAILABLE IN LISBON

TOWER OF BELÉM - built between 1515 and 1521 at the entrance of the harbour, it marks the point of departure for many of the maritime expeditions.

JERÓNIMOS MONASTERY - work started in 1502 under the reign of King Manuel, who wished to use the building as a monument to the Great Discoveries during the 15th and 16 centuries. it contains several magnificent examples of the purest flamboyant Gothic style (known in Portugal as Manueline).

ST. GEORGE'S CASTLE - Built by the Romans and taken from the Moors in 1147, by the first King of Portugal, Afonso Henriques, it is one of the finest fortresses in the whole country.
Beautiful view of the whole city.

SINTRA

Lying about 20 miles Northwest of Lisbon, hidden behind a chain of hills that abruptly ends in the sharp promontory of Cape Roca, the western most point of the European continent, Sintra is one of the oldest and most beautiful little towns in Portugal. Sintra was once the residence of the Kings of Portugal, having before that time been a Moorish stronghold, as witness the ruins of the Moorish Castle on the hilltop.

ÓBIDOS

(94 Km from Lisbon) Is a 'UNESCO world heritage' medieval village with blue & white houses lining the narrow cobbled streets.

ÉVORA

(150 Km from Lisbon) Founded in very early times, it was temporarily the seat of the reigning dynasties of Burgundy and Avis, graced with palaces, churches and convents in a variety of styles - Romanesque, Gothic, Renaissance and Baroque. it is not surprising that Évora was awarded the name of UNESCO World Heritage Centre.

EXAMPLES OF ACTIVITIES AVAILABLE IN FARO

ARCO DA VILA - The Town Arch is an Arab inheritance and constitutes the main entrance to the walled town.

CATHEDRAL - Remodeled several times, it presents a wide of styles: gothic, renaissance, barroque with a magnificent collection of altarpieces and a barroque organ.

DESERT ISLAND - ride to an uninhabited islet of the Ria Formosa. Crossing by boat, small restaurant available.

Accommodation Service

Private home accommodation is an important part of most students' stay. CIAL's carefully selected homes will offer you much more than accommodation and breakfast - they will be your home away from home. Living in a Portuguese home will help the student gain familiarity with the language. Students are placed in individual bedrooms and will be the only native speaker of their language in the house.

The host may be a family or an individual.

The homes that host CIAL's students are in the area of the schools, many within walking distance.

In case students need transportation it will never be more than 20 min.

Private home accommodation is usually booked from the day before starting lessons until the day after the end of the course (Sunday to Saturday).

Private home accommodation does not include the use of the kitchen nor laundry of personal clothes. However students can ask the family directly for details of laundry services in the area of the house.

When students prefer not to stay with a family, CIAL is happy to help find suitable hotel accommodation.

Students can get weekly or monthly passes for public transportation what will keep prices quite unexpensive.

Airport Pickup

A transfer service is available for students who wish to be met at the Airport (or train/bus station) and taken to their home or hotel. Students are met by a CIAL collaborator, bearing a CIAL sign

Students should pay special attention when arriving at the Airport so they don't miss each other.

Student Services

Student Services is a support service available for students to present their problems referring either to teaching, accommodation or extra-curricular activities.

In Lisbon, Dr^a Angelina Antunes, of the Portuguese Department, is in charge of this service at CIAL, Av. Da República, 41-8º, daily from 14:00h to 16:00h.

In Faro, the responsible for this service is Prof^a Cristina Palma.

Should students not be able to use this service at the time mentioned above, they are asked to make an appointment for this purpose at the reception desk.

WHAT TO EXPECT ON THE 1ST DAY OF LESSONS

In Lisbon, students report to: Rua Actor Taborda, 55 - 3º (Tel: 351-213 537 819) at 9:00 a.m.

They will be given an information pack at the reception with a Student Guide, the monthly programme of activities and a guide to the city.

The Student Guide may be sent to our partner Agencies in pdf format.

- Beginner students and students with individual lessons will start their course right away.
- Non-beginner students will be interviewed and tested for placement in a group at their correct level.

On the morning of the first day, students can expect the interview and test to last around 1h30m.

USEFUL TIPS ON THE WEB

Updated information on the country, useful to check the weather and cultural and sports events:

www.visitportugal.com

(Portugal's official travel and tourism site)

www.portugalinsite.pt

(Official Tourist Board site)

www.atl-turismolisboa.pt

(Official Lisbon Tourist Board site)

www.portugaltravelguide.com

(General info on Portugal)

www.cm-faro.pt

(Faro's City Council page)

THE COURSES

General Portuguese Group Courses (max. 8 students)

3h/day Year-Round

6h/day June through September

Group Courses are organised in modules of 4 weeks. Every month Groups start at all levels (from Beginner to Advanced). Courses are progressive from the starting dates, but apart from absolute beginners who must begin on the starting dates, students can join a group at any time if vacancies exist at the suitable level. Groups have a maximum of 8 participants so that monitoring and assessment are continuous and personalised.

Individual and Private Group Courses

5, 10, 15, 20, 25, 30, 35 or 40 hours/week

These courses are programmed according to the students' specific requests including different professional and cultural themes if requested.

Students are welcome to bring any kind of documentation they may need to work on.

Combined Courses

Group, 3h/day (morning) + Individual 1, 2, or 3h/day (afternoon)

Ideal solution for those who want to work further improving oral skills, review the work done in the morning lessons or work in a specific professional field.

Easter and Summer Courses (max. 12 students)

Group Course 3h/day for 2 weeks

Beginner and Intermediate Levels.

Courses that coincide with school breaks, focused on oral communication skills, with intensive practice.

Portuguese for Special Purposes

Individual Lessons or Private Groups

These courses aim at providing students with a further spoken and written language practice while exploring a specific field.

Themes: Banking / Business Portuguese / Computer Science / Hotel Industry / Insurance / Interpreting / Law / Medicine / Translation

Brazilian and African Portuguese

Individual Lessons or Private Groups

Available for starting at any date for chosen length of course.

Specific materials and experienced teachers of Brazilian and African origin or background.

Teachers' Training Course

Ensino de Português Língua Estrangeira (EPL)

Course designed for native and non-native teachers of Portuguese as a Foreign Language in public or private institutions in or outside Portugal. Organised four-times a year, 6h/day for 2 weeks.

CIAL may organise a course on any date for a minimum of 4 students booking together.

Mini-Course Seminars

Seminars aimed at students wishing to obtain a deeper knowledge of certain aspects of the culture of Portugal or of the Portuguese-speaking world.

Portuguese History / Portugal Today / Portuguese Literature / Portuguese Culture: Fado and Bullfight
Portuguese Art: Tiles / Brazil: Language and Culture / Portuguese Speaking African Countries

Gastronomy

Get to know Portuguese cuisine. Typical dishes, wines, sweets and cheeses.

Learn how to cook them, and eat with your colleagues.

PAYMENTS

- Bank Transfers to: CIAL - Centro de Línguas
Millennium BCP
Account nº: 937479
IBAN: PT50 0033000000000093747986
Swift Code: BCOMPTPL

BOOKING PROCEDURE

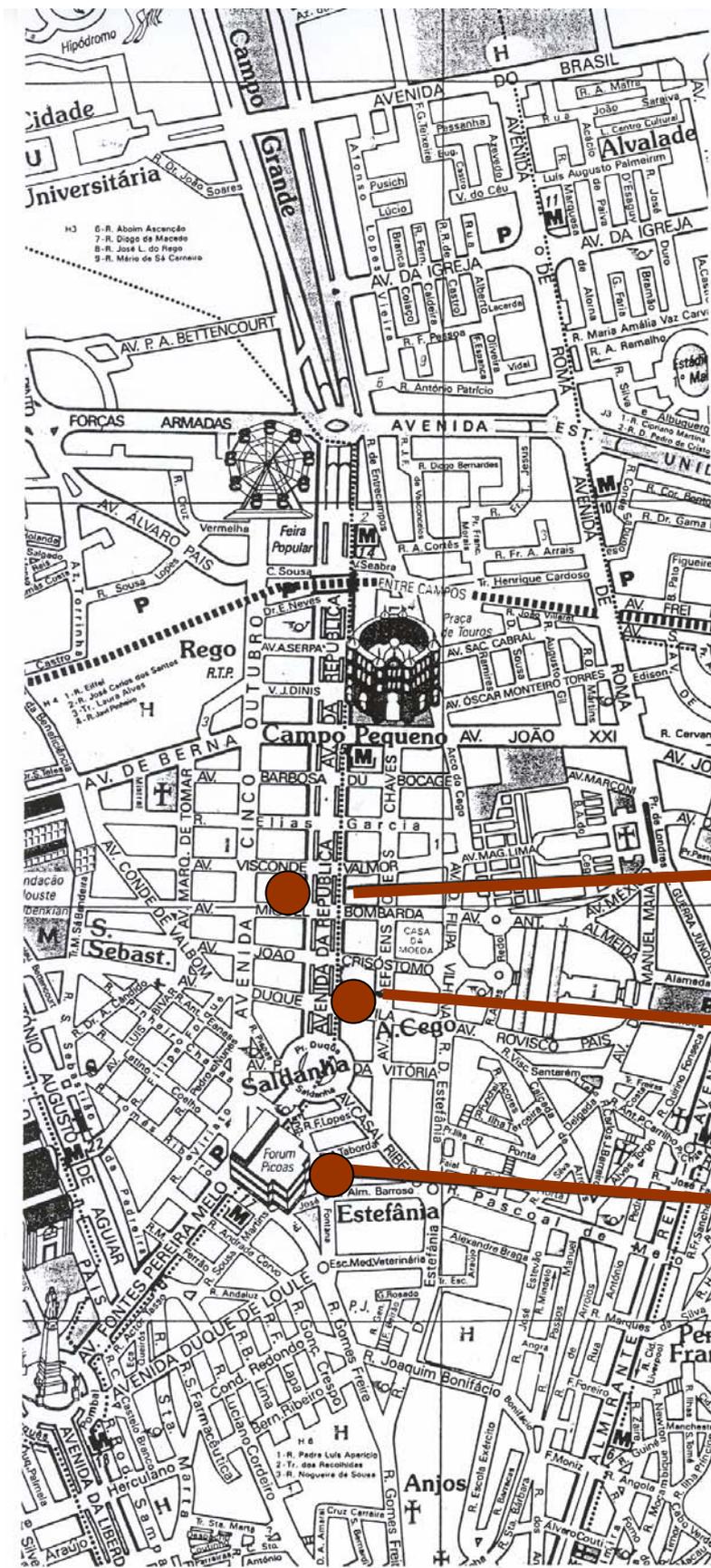
Please send the following details:

- Name
- Gender: M / F
- Date of Birth
- Occupation
- Course required
- Lessons per day
- Starting date
- Number of weeks
- Accommodation required
- Smoker / Non-smoker
- Arrival Date and time
- Transfer required: Y / N

When Private Home Accommodation is booked, a map with the location of both the accommodation and the schools is sent with the confirmation, to be given to the student.

COURSE FEES INCLUDE

Tuition, Text Book, Assessment Test, School's audiovisual and multimedia facilities, Language Laboratory, Grading and Final Tests, Diploma, Library, Cultural and Extra-Curricular Activities.



Annex 1

LISBOA

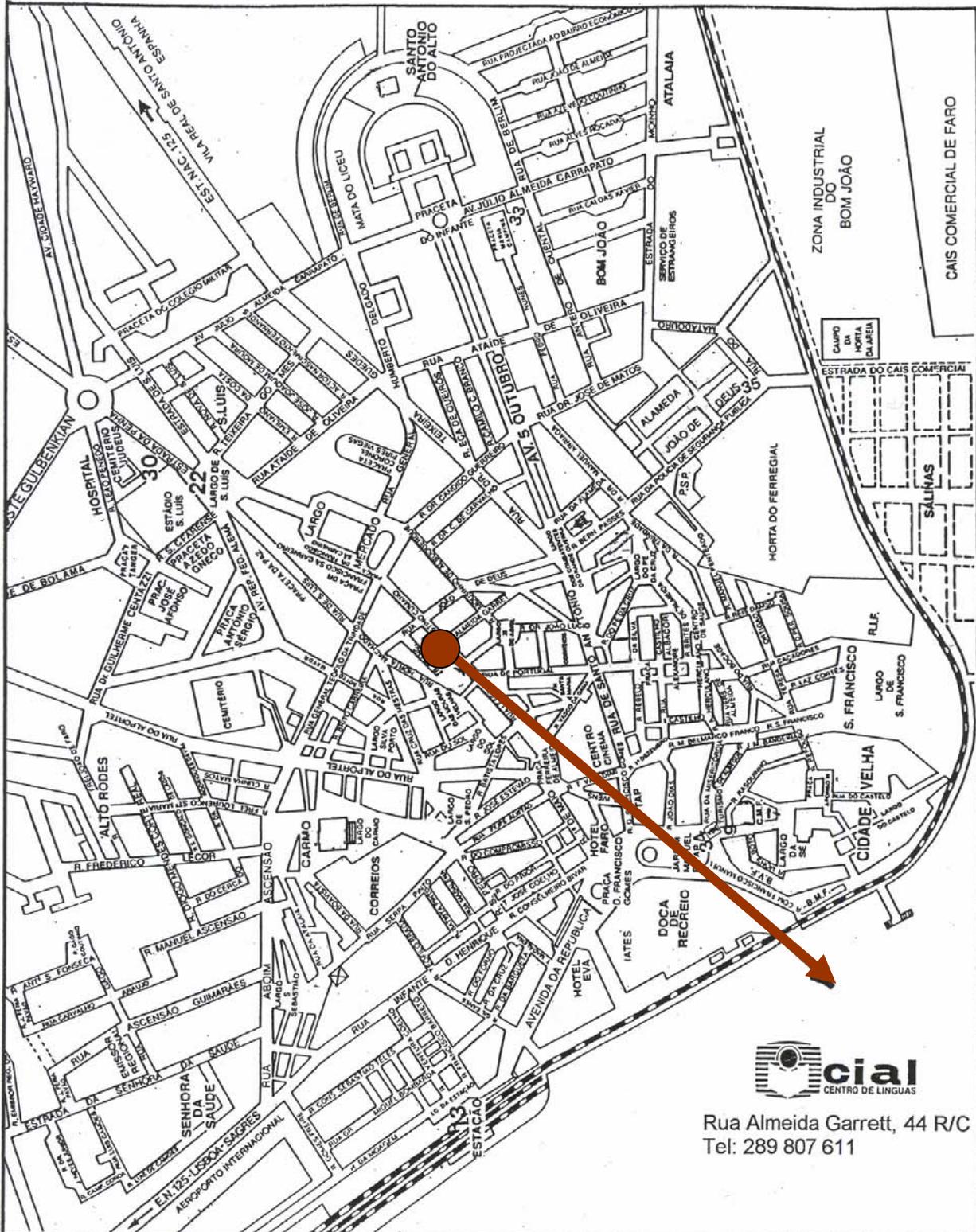
CIAL – Central Office
 (Portuguese Department)
 Av. da República, 41 – 8º
 Tel: 217 940 448 / Fax: 217 960 783
 E-mail: portuguese@cial.pt

CIAL – Portuguese Courses
 (July – August – September)
 Av. da República, 14 – 2º

CIAL – Portuguese Courses
 (All year round)
 Rua Actor Taborda, 55 – 3º
 Tel: 213 537 819

Annex 2

FARO



Rua Almeida Garrett, 44 R/C
Tel: 289 807 611