



Leeds English Language School

Students moving class or level

Leeds English Language School understands that students may wish to move class or level for a number of reasons, for example, too easy, too difficult, preference for one site, preference for studying with friends. The School takes all cases on an individual basis. When classes are formed, wherever possible, consideration is given to the nationality mix, number of men and women and the relative strengths and weaknesses of individuals.

If you wish to change group because you think it is too easy or too difficult:

- Speak to your teacher first
- Speak to the Director of Studies or Assistant Director of Studies
- The Director of Studies will speak to your teacher to try to find a solution
- The Director of Studies will speak to you again about what we have decided
- We may ask you to take a test of your level of English or a diagnostic test to see how much of your current course you have mastered.

If you wish to change class for another reason:

- Speak to the Director of Studies or Assistant Director of Studies – explain why you wish to move group
- You may be asked to write the reasons
- The Director of Studies will decide and speak to you again