

- Learn a new language by active speaking- intensively and with quality- in an interesting way and through programs that will suit you.

Build your self-confidence for everyday and business situations.

- Learn contemporary, everyday language from native speakers who know the culture of the language and who transfer their knowledge in a way so you can learn how to speak and think in the aimed language. Listen how the language you wish to learn is pronounced.

Understand the subtleties of a language through useful advice. Test your understanding by listening.

Find out which phrases native speakers use in everyday situations.

Learn how to use the spoken language in different countries, on the phone, in a shop, on the Internet....

Find out about subjects that are interesting in the parts of the world where the language that you are studying is used. Find out about cultural differences.



**APLO**  
language center



- Get to know it, try it and convince yourself in the success of the APLO method in language teaching! APLO method is based on understanding of the importance of teacher-student approach and on the influence which the teacher has on the speed and successfulness of acquiring and remembering material.

# APLO METHOD

**Would you like to speak a new language?  
For business reasons or pleasure?  
Try the APLO method!**

- **What is the APLO method?**

**-practical method of learning which is acquired through conversation  
-unique approach to foreign language learning**

- **You can expect motivational classes with:**
  - approach that will improve your language weak spots
  - conversation exercises in different life situations
  - conversations and opinion exchange on current topics
  - pair and group work

- **Approach towards you:**

We ask you for a informative interview.

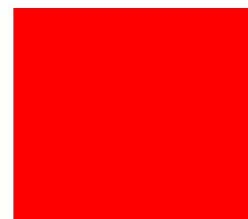
We listen to your requests, needs and goals

By checking your knowledge through 6 closely-bound subcategories (conversation, pronunciation, grammar, vocabulary, reading and writing) we determine your level of knowledge and the method of overcoming your weak points so that further learning would be faster and more efficient. This means that if the student has a high knowledge of grammar, writing and reading, the stress will be put on mastering conversation, pronunciation and vocabulary. Maintaining balance in knowledge benefits easier overcoming of further tasks, all aimed at mastering.



## ➤ Why study at APLO?

- APLO method in language teaching
- carefully selected instructors and specially trained on APLO language-teaching method
- native speaking lecturers
- Croatian lecturers
- professional work
- skills in language teaching
- creativity in teaching
- responsibility in goal achievement
- patience in teaching
- enjoying the work we do
- classes aimed at speaking
- adaptability to the wishes and schedules of students
- individual approach towards every student
- monitoring learning and grading students' progress
- learning grammar through conversation
- different programs
- creativity in offering new programs
- attractive location
- newly decorated classrooms



## ➤ What do we offer?

- foreign language teaching: the possibility of introduction and studying of the language and its culture and tradition
- different types of mastering and different types of teaching
- mastering for teachers
- business language courses
- learning languages abroad
- preparing for international exams and issuing international diplomas for English language
- computer courses in English
- translations
- creative workshops and playrooms for children

# WHY STUDY WITH APLO?

## ➤ When do the classes take place?

- classes are held every workday from 9.00 to 21.00 and on Saturdays from 9.00 to 14.00
- groups are formed throughout the year
- beginning and intensity of individual classes are determined by you

## ➤ How?

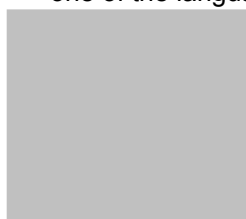
- if you are in a hurry, choose the teaching mode which is completely suitable for your aims and needs, where you choose the time and intensity of classes and dynamics of mastering program materials
- if you are not in such a hurry, learn by group dynamics and interaction at a usual pace of classes 2 times a week, 2 school hours of classes at a time determined beforehand

## ➤ Where?

- in the city center, in APLO classrooms on Ban Jelacic Square No.1, third floor
- your own business place
- one of the language centers in the world

## Which languages do we teach?

- English
- German
- Italian
- French
- Spanish
- Japanese
- Portuguese
- Russian
- Croatian
- computer courses in English



➤ **1. Level** **BEGINNER**

Ability to understand and answer simple questions and directions from a native speaker. Ability to take part in short conversations in everyday situations; introduction, giving basic information about yourself, simple telephone conversation, ordering at a restaurant, simple shopping, asking for information etc.



➤ **2. Level** **INTERMEDIATE**

Ability to understand most of the statements at a usual speed of talking when setting up meetings, traveling, telling stories, asking and giving instructions etc.

➤ **5. Level** **CONVERSATIONAL**  
– business or general

Ability to independently participate in everyday conversations with native speakers, ability to read articles and books, discussing or giving personal opinions.

➤ **3. Level** **HIGHER**

Ability to speak fluently with a native speaker on the subjects that are known to the student and becoming able to get yourself around catering and cultural facilities (hotels, shops, theaters, restaurants, cinemas etc.).



# LEVELS OF TEACHING

All courses proceed  
through **6** levels!



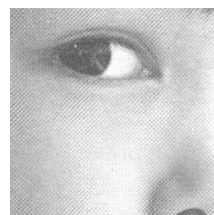
➤ **6. Level** **ADVANCED**  
**CONVERSATIONAL**

Ability to communicate with highly advanced fluency. Ability to understand and use a wide spectrum of idiomatic structures with ease. Ability to prepare effective oral and written presentations on almost any subject.

Readiness to approach studying in that language or join a business which demands expert knowledge of the language.

➤ **4. Level** **ADVANCED**

Ability to use the language with enough confidence, fluency and vocabulary to talk effectively and write about formal, informal, academic and professional subjects. Ability to understand communications and lectures without difficulty.

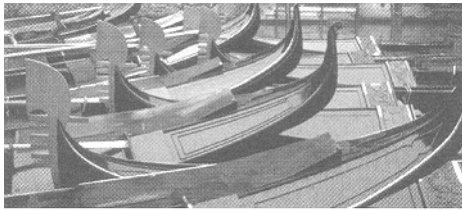


# TEACHING EXAMPLES

## Examples of teaching general or business conversation

### ➤ Daily conversations:

- greetings, friendly conversations, conversations about family and hobbies
- talking about favorite things, how to ask for something or how to offer something to someone
- conversations in a shop about the prices and products



- ordering by telephone (food delivery, taxi, ticket reservations)
- explaining the routes, ordering in a restaurant
- conversations with a doctor, experiences from the past, comparisons
- describing people, writing a CV
- explaining a situation
- describing own abilities, seeking permission, asking about possibilities



### ➤ Business conversations:

- introducing oneself, greetings and conversations with visitors
- presentation of the company, how to telephone, learning in other countries
- exchange of experiences, business negotiations, exchange of opinions
- negotiations on contracts, completing a contract, setting up meetings
- business questions and answers, problem solving, decision making
- organization of business, business details, business strategy
- presentation, group discussions, behavior at a cocktail party



### What can you learn?

- greeting
- explaining
- ordering
- requesting
- negotiating
- talking on the telephone
- presentation
- organization
- behaving and good manners
- description
- ...



## 1. Lessons for adults

### ➤ A) Group lessons

Group lessons are held at a determined, fixed schedule 2×1 or 2×2 hours per week.

**1. Big groups** /7 or more students, max 15/

**2. Small groups** /4-6 students/

In so called conversational groups teachers contribute to understanding and learning a language by personal approach

**4. Semi-private groups** /2-3 students/

Classes for 2 or 3 people together.

Choice of content of the lesson, time of lessons and intensity are suited to the needs of the "duo" or "trio", as are in individual courses, while the financial pool is divided between two or three people.



### ➤ B) Individual lessons /1 student/

Content of the lessons is suited to the interests and needs of the individual.

Proceeds at the rate which suits you, with possibility of choosing time and location of the lesson.

Advantage is that you can master the new language quickly and with quality.

## PROGRAMS AND GROUPS

Large groups  
Small groups  
Semi-private groups  
Individual learning

### ➤ C) Special programs

#### 1. Intensive programs:

Acquiring the aimed knowledge in a short period.

It enables you to fulfill your full potential for a personal, professional or educational success.

Practicing communication, reading and writing in an intensive language environment.

#### 2. Programs for companies:

We make programs for specific needs of a company and for each student separately.

We form groups according to the content of the program, ways of learning and levels of knowledge and according to the need for faster results, i.e. acquiring knowledge in a short period or standard intensity of 2 hours of teaching, 2 times a week.

#### 3. Business programs:

If you are a business person or if you aim for an international business success you can choose programs that lead to your aimed knowledge. We will help you, train you and prepare you for the business communication and make learning interesting and useful.

Build your self-confidence by using the new language in everyday and special business situations.

Master and expand your business communication skills by:

-writing business letters and memorandums

-practicing taking part in a meeting as well as holding a business meeting

-practicing giving a business presentation

-mastering your existing business vocabulary, idioms and expressions.



#### 4. Learning abroad:

Possibility of spending from 2 weeks up to a year abroad with accommodation in a family. Every family is checked and chosen according to certain criteria. Accommodation includes your own room, breakfast and dinner during workdays and three meals during weekend.

Weekend excursions can be organized.

## 5. Preparations for exams

Preparations for TOEFL, TOEIC AND LCCI exams and other international English language exams

First Certificate in English (FCA)

Certificate in Advanced English (CAE)

Certificate of Proficiency in English (CPE)

English for Speakers of Foreign Language (ESOL)

Spoken English For Speakers of Foreign Language (SESOL)

APLO foreign language center is authorized and specially trained for issuing above listed internationally recognized diplomas.

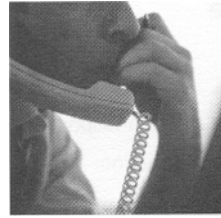
## 6. Computer courses

Computer courses in English – for beginners and advanced users.

Beginner's courses: informatics basics, computer terminology, Windows, Word, Excel, Internet

Advanced courses (Computer operator): informatics basics, computer terminology, Windows, Word, Excel, Internet, PowerPoint, Access.

## 7. Special courses suited to your requests.



### ➤ Translations

The software that correctly translates the meaning of certain words cannot replace the translator's knowledge and use of word expressions in different contexts. The translator knows the meaning of what is being translated in the spirit of the given language. Our translators are knowledgeable in both languages they are translating to and from, and their translations are also edited by native speakers. The last check of the text is translation editing.

# TRANSLATIONS

## CONTACT

### Working hours

We're open every working day from 9:00am to 9:00pm and from 10:00am to 3:00pm on Saturdays.

## 2. Lessons for pupils

### ➤ Lessons for High-school children

#### A) Group lessons

1. Big groups /7 or more students, max 15/
2. Small groups /4-6 students/
4. Semi-private groups /2-3 students/

#### B) Individual lessons /1 student/

#### C) Special programs

1. Learning abroad

### ➤ Lessons for Elementary-school children

#### A) Group lessons

1. Large groups /7 or more students, max 15/
2. Small groups /4-6 students/
3. Semi-private groups /2-3 students/

#### B) Special programs

1. Little school of informatics
2. Journalism and televisions school, "Teen Press"
3. Knowledge quiz
4. Art and fashion

## Contact

**APLO – language center**  
Trg bana Jelačića 1/III, Zagreb,  
Croatia  
Tel: 01/ 483 5863 or 483 5865.  
You can send us questions at our e-mail address: [info@aplo-center.com](mailto:info@aplo-center.com).  
Visit our web: [www.aplo-centar.com](http://www.aplo-centar.com)

## ➤ Lessons for preschoolers

### A) Group lessons

1. **Large groups** /7 or more students, max 15/
2. **Small groups** /4-6 students/
3. **Semi-private groups** /2-3 students/

Lessons are conducted through play, drawing, singing, puzzles. New words and sentences are introduced in such a way that the children remember them without strain.

## Croatian for foreigners

We also offer Croatian language learning for foreigners. Students are invited for an interview and the visit includes presentation of the school itself, meeting with the teacher and presentation of teaching methods. By checking the knowledge of different sub-categories of the language, the level of knowledge is determined and a method for overcoming weak points is established. Upon completion of the interview, students are placed into groups according to their level of knowledge. Classes can be organized into private groups, individual lessons or small groups (2-3 students), also called conversational groups. Croatian classes for foreigners include 6 levels; 4 basic levels and 2 conversational levels (beginners and advanced).

Every level includes 60 hours in group lessons or 40 individual lessons. After completion of each level, the students are tested to determine their knowledge and to be able to take a higher level.

**Level 1:** On this level students are taught how to introduce and talk about themselves, their work, family and friends. They will manage simple life situations, answer questions about the weather and dates, manage a visit to the store and a restaurant, talk about food, buy a tram, bus or train ticket, order a taxi, send a postcard, etc.

Grammar: Through intensive conversation, reading and writing, students are familiarized with grammar basics: personal and possessive pronouns, possessive adjectives, past, present and future tense of the verb “to be”; present of main verbs, verbs that express possibility and command, noun gender, noun inflection, numbers, reflexive pronoun “sebe, se”.

**Level 2:** Students learn how to talk about themselves, their work, way of life and hobbies in more details. They will be able to talk about fashion, talk on the phone, describe cities and countries, write a letter, and talk about holidays and travels, and what to say in the post office or travel agency.

Grammar: Through conversation, listening, reading and writing, students acquire past and future tenses, plural of nouns, practice noun inflections and learn inflection of personal pronouns.

**Level 3:** Students learn what to say in a bank, use ATM machine, talk about holidays, describe excursions in more detail, talk more extensively about themselves and their friends and talk about Croatia sights.

Grammar: Students revise and expand their knowledge from previous levels, expand their vocabulary, start with the functional analysis of the language and meet with more complex grammatical structures and also word stress.

**Level 4:** Students talk about themselves, their plans, interests, talk about their past and their future plans, documents, text from the newspapers and news.

Grammar: Students learn compound tenses, aorist and imperfect tense. They also learn compound nouns, diminutives, augmentatives and practice their spelling.

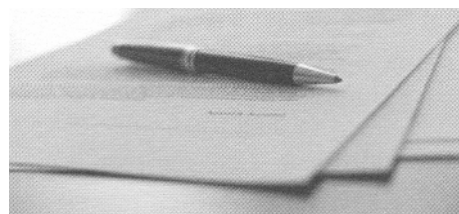
**Level 5/6:** Students practice their conversation skills in business and other specific situations, read the daily news and literary works (prose and poetry). They practice presentations and writing business letters. Classes are organized to suit student's needs and are oriented towards vocabulary expansion and speech.

- - Enrollment fee is 200 kuna
- Enrollment fee and first monthly installment is paid upon registration
- Books are not included in the price
- 10% discount on cash prepaid payments
- Regular students have 5% discount on all courses in large groups
- For certified courses (SCA, CAE, CPE, TOEFL, LCCI, ESOL & SESOL) the price is additional 15% on the regular price.
- For specialized courses the price is additional 10% on the regular price.
- If the group is changed somehow in the size or changes the category, the price stays the same and the lessons are shortened.
- If the private class is cancelled by 2pm one day before the lesson, it will not be charged.
- The student is required to pay the full price off the course even if he/she decided to stop taking classes.



**APLO**  
language center

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[www.aplo-centar.com](http://www.aplo-centar.com)



## PRICE LIST GROUPS PRIVATE

**10% discount**  
on cash prepaid  
payments.

### ➤ PRIVATE LESSONS

Type of class	Per week	Lasting	Lessons	Price in Kuna
1 person	according to student's request	45 min x 2	20	4,880.00
		45 min x 1	1	256.00
2 persons	Two persons in a semi-private group get:			30% off
3 persons	Three persons in a semi-private group get:			40% off

### ➤ GROUP LESSONS

Type of class	Per week	Lasting	Lessons	Price	5% off	10% off
Small groups (4-6 students)	2 x 1	90 min x 1	34	2,400.00	2,300.00	2,200.00
	2 x 2	90 min x 2	60	3,800.00	3,600.00	3,300.00
Large group (7 or more students, max 15)	2 x 2	90 min x 2	60	2,200.00	2,100.00	2,000.00
	2 x 2	90 min x 2	60	Until 4 p.m.		1,299.00

\*The prices are for all regular foreign languages and courses. The price for the courses of the language that is not very popular such as Japanese, Russian, Swedish etc. are 15% more expensive.

➤ **TRANSLATIONS INTO CROATIAN**

Size and type of text	Price kn
1 card of regular text	73,00
1 card of business text	120,00
1 card of court interpreter	157,00

➤ **TRANSLATIONS FROM CROATIAN**

Size and type of text	Price kn
1 card of regular text	92,00
1 card of business text	138,00
1 card of court interpreter	176,00

# PRICE LIST SERVICES

## TRANSLATIONS

- translations
- interpretations
- diplomas
- computer courses

➤ **INTERPRETATION PRICE LIST**

Place and hour wage	Price kn
<b>City of Zagreb</b> (regular interpretation -1 hour (60 min))	220,00
<b>City of Zagreb</b> (business interpretation – 1 hour (60 min))	281,00
<b>Outside of Zagreb</b> (charged for min 8 hours)	

➤ **PRICE LIST FOR ISSUING DIPLOMAS WITH TESTS**

Service	Price kn
<b>Diploma issuance with tests</b>	450,00

➤ **COMPUTER COURSE PRICE LIST (basic and advance courses)**

Type of course	Per week	Lasting	Lessons	Price kn
<b>Small group (4-6 students)</b>	2 x 2	90 min x 2	16	1.234,00
	2 x 1	90 min x 1		