



CONSOLATA LANGUAGE CENTRE

P. O. BOX 49789-00100 GPO, Nairobi-Kenya
Seminary Road, off Magadi Road
Tel.: (+254)0204404098
Mobile: (+254) 0735376985/700920931
E-mail: info@consolatalanguagecentre.co.ke
Website: www.consolatalanguagecentre.co.ke



CONSOLATA
MISSIONARIES
KENYA

19th of November, 2019

Dear Sir/Madam/ Fr/ Sr

REF: CHANGE OF CLASS PROGRAM AS OF THE
ACADEMIC YEAR 2020

Consolata Language Centre conveys sincere greetings and heartfelt regards for the forthcoming Christmas 2020.

We hereby wish to recognize all of you, our esteemed stakeholders as we affirm that we are very grateful to serve you, and to share with you some aspects of our progress at the CLC.

We have seen numbers increase and rightly so because of your increased appreciation and trust in the institution. Aware of this, the management has discerned it appropriate to take the CLC a step further. Thus, we wish to notify you of our calendar and the corresponding changes in the CLC class sessions come the year 2020.

Due to high demand and minding our clients requests our courses will commence on the 6th of January, and classes will henceforth be as follows:

1. **MORNING SESSIONS: Beginner, Elementary, Pre-Intermediate and Intermediate** from 8.30am to 12.30pm.
2. **AFTERNOON SESSIONS: Upper Intermediate, Advanced, IES I and IES II** from 1.30pm to 5.30pm. Both sessions will have 4hrs per day.
3. **EVENING AND WEEKEND CLASSES:** Continue to be offered for those students who would wish to have them, from 6:00pm to 8:00pm and Saturdays 9:00am to 1:00pm respectively.
4. **ONSITE CLASSES:** Continue for those students who would wish to have them at their places of work, homes, etc. This program is subject to prior and personal arrangement with the student(s) at the CLC premises.

★ RISING FOR COMPETENCY IN LANGUAGE, LEARNING & TEACHING ★



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5. **OTHER SERVICES AND COURSES** offered at the CLC are: Translation, Transcription and Interpretation, Proof reading, Computer packages and basic ICT, Designing & Software development.
6. **THE FOREIGN LANGUAGE PROGRAM FOR FORM 4 LEAVERS:** Italian/French/Spanish/Portuguese/German in the months of, **January to April/ May to August/ October to December** every year.
7. **THE INFANT FOREIGN LANGUAGE LEARNER'S PROGRAM** is under way to be communicated soon!

We once again thank you for choosing us to serve you. For more information, Please do not hesitate to visit our website: www.consolatalanguagecentre.co.ke

Enclosed is the CLC calendar, 2020 or download one from the website.

We wish you Merry Christmas and prosperous New Year, 2020.

Yours Sincerely,

Fr. Benard Denis Ofwono, imc.
(Director)

