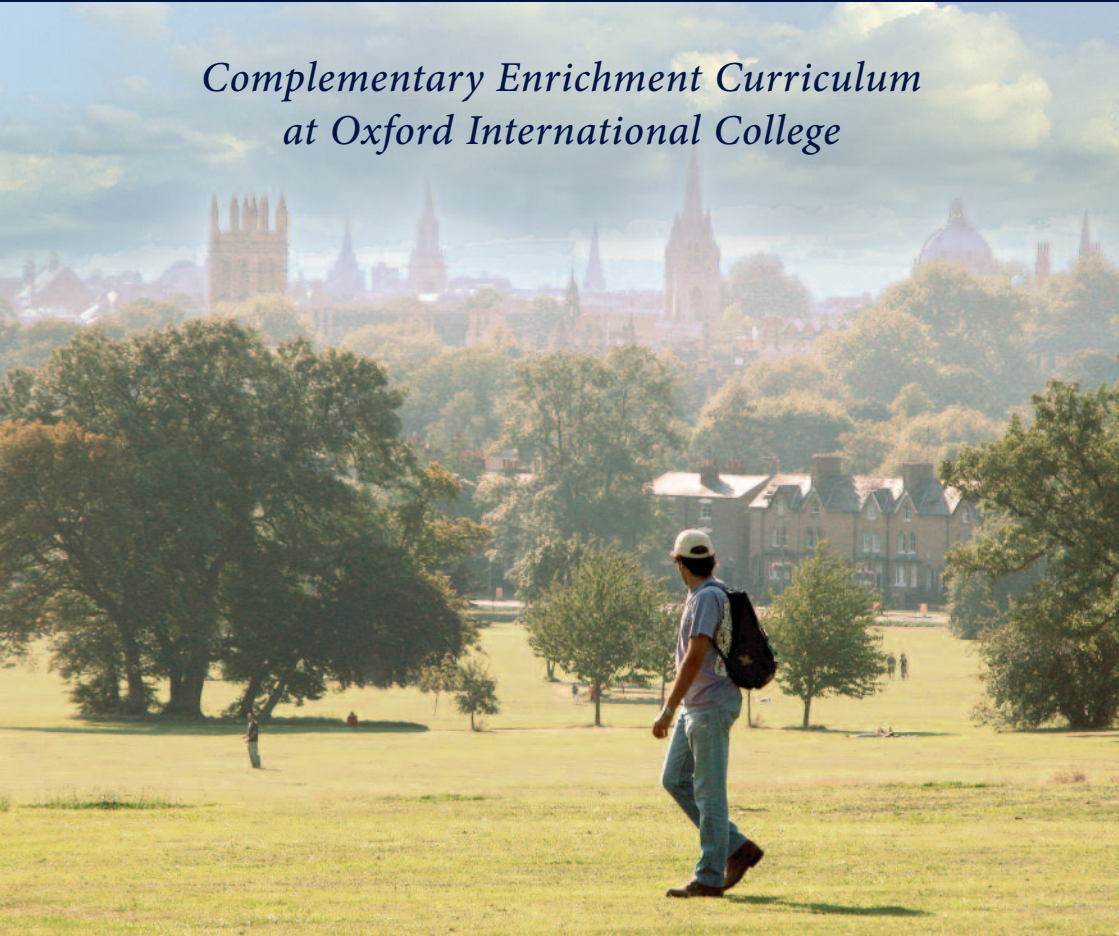




OXFORD
INTERNATIONAL
COLLEGE

*Complementary Enrichment Curriculum
at Oxford International College*





OXFORD INTERNATIONAL COLLEGE

Oxford International College provides an exciting and varied Complementary and Enrichment Curriculum to enhance students' learning experience, as well as providing an opportunity to obtain additional recognised qualifications and to develop wider skills that are increasingly valued by universities and employers.

We are passionate about providing a stimulating and well-rounded learning experience for all of our students, and so our whole Complementary and Enrichment Curriculum is offered free of charge to all full-time students. The curriculum includes the following programmes:

Certificate of Personal Effectiveness

Achieving excellent academic qualifications for a good university is a priority for all of our students. However, students of all academic abilities often find themselves at university lacking some of the basic life skills to thrive and succeed in this new environment and in life in general.

The Certificate of Personal Effectiveness enables students to:

- Develop and demonstrate a range of skills leading to personal effectiveness
- Broaden their experience and manage learning through enrichment activities
- Receive formal recognition and accreditation for the above.

This is an externally recognised qualification accredited by ASDAN in which students gain credits by completing challenges from a choice of modules and provide evidence to

demonstrate skills development in six areas:

- Working with others
- Improving their own learning and performance
- Problem solving
- Planning and carrying out a piece of research
- Communicating through discussion
- Planning and giving a presentation

Effective Team Member Skills

This qualification is accredited by the Institute of Leadership and Management. The purpose of the course is to develop further the student as an effective team member.

Through a range of activities it provides students with a foundation to develop and practise team skills that will allow them to become more effective team members. The course consists of a combination of tutorials, group work, practical learning, research and private study.



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Seven Habits of Highly Effective People

This programme is based on the internationally acclaimed book by Stephen Covey which has sold more than 15 million copies in 38 languages.

Through activities, discussion and role play, students learn how to take initiative, balance key priorities, improve interpersonal communication, encourage creative collaboration, and apply principles for achieving a balanced life.

The course focuses on each of the seven habits in turn:

- 1 Be Proactive
The habit of personal choice
- 2 Begin With the End in Mind
The habit of personal leadership
- 3 Put First Things First
The habit of personal management
- 4 Think Win-Win
The habit of interpersonal leadership
- 5 First Seek to Understand and Then Be Understood. *The habit of empathic communication*
- 6 Synergise
The habit of creative co-operation
- 7 Sharpen the Saw
The habit of self-renewal

Essay and Report Writing Skills

These sessions provide students with individual feedback on their writing style, and are tailored to address their specific writing goals, covering:

- Approaches to exam and coursework essay writing
- How to structure an essay or report
- Techniques for answering questions appropriately
- How to formulate an argument
- Effective communication of concepts and ideas
- Subject and exam board specific tactics.

Study Skills

The course covers the following essential topics:

- Time management
- Prioritising and deadlines
- Personal study plans
- Note taking
- Essay techniques
- Concentration and breaks
- Effective use of resources
- Techniques for relaxation
- Stress management
- Revision techniques.



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