



Boracay COCO

English Academy



Boracay COCO
ENGLISH ACADEMY & RESORT



Perfect collaboration of studying English, Relax, and Vacation

Boracay Coco English Academy

Why Boracay ?

01. World famous White Beach



02. Very Safe Place



03. Can meet people from all over the world

04. Various Activities

05. Warm and good weather



Why Coco English Academy?

SKILLED TEACHERS

All teachers hold university degrees, and many have received advanced degrees in TEFL/TESOL or related fields. Strong professional skills together with warm and caring attitude set our faculty apart from others.

QUALITY TEACHING METHOD

Our level system is based on International language standards, which is so-called CEFR (Common European Framework of Reference). We use books and materials which enable our students learn English faster and efficiently.

MULTI-LEVEL PLACEMENT

Our method of placement testing allows students to be placed into the most appropriate level for each skill area. We have 6 level scales and most students belong to level between 2 to 5.

FLEXIBILITY

With a number of different course options, durations and start dates every Monday, we are sure to have a program that meets your learning needs and language goals.

GREAT LOCATION

COCO is located in the southern part of Boracay. Unlike other tourist spots, the surroundings are quiet and peaceful, the neighbors are friendly, and the view from the school is fantastic – overlooking the whole Boracay island because we are located on top of the hill. Moreover, it is only 900 meters away from White Beach!

RESORT STYLE CAMPUS & ROOMS

Our campus is very beautiful, as you can see from our photos. We have 50 rooms for students and can accommodate up to 140 students. The rooms are clean and spacious. We are sure that the quality of the rooms and the campus is almost similar to other 3-star resorts.

WIDE STUDENT DIVERSITY

COCO welcomes numerous students from over 20 countries. You can easily make friends from all over the world.

SERVICE

As a COCO student, you will find we have all of the support services in place to make your study in Boracay pleasant, effective and worry-free. Whether it is extra assistance with your homework or finding a fitness center for exercising after class, COCO staff and teachers are ready to help!



School View





Class rooms





Coco English Accommodation



Deluxe Single



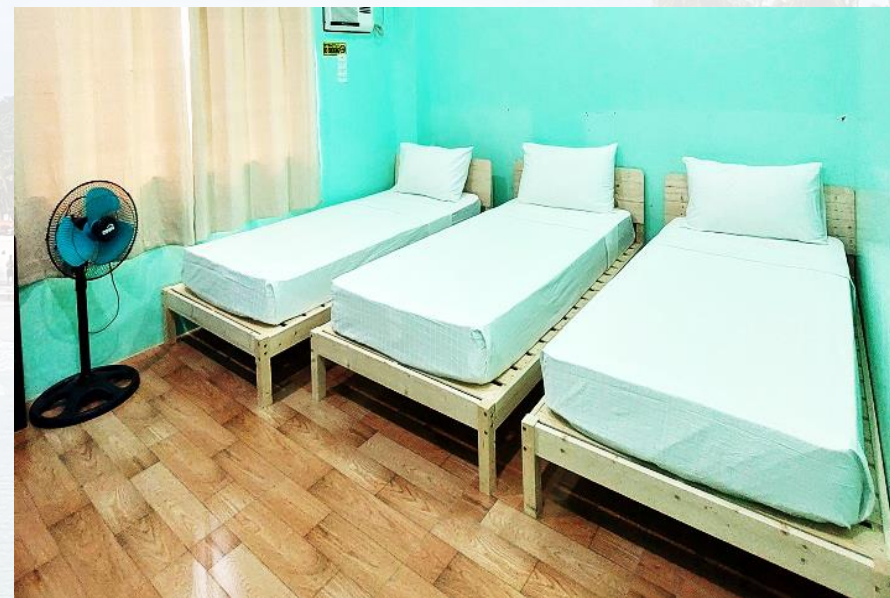
Deluxe Twin



Family Triple / Quad



**Deluxe Triple
(1 Queen & 1 Single bed)**



**Deluxe Triple
(3 Single beds)**



Private Bathroom



Food





School Pictures





School Pictures



Boracay Coco English
FREE SHUTTLE SCHEDULE

Weekdays (Mon-Fri)	Weekends (Sat,Sun)
COCO → D'mall (Jollibee)	COCO → D'mall (Jollibee)
1 ST : 1:00 pm	1 ST : 9:00 am
2 ND : 4:00 pm	2 ND : 11:00 am
3 RD : 6:00 pm	3 RD : 11:20 am
4 TH : 6:20 pm	4 TH : 5:20 pm
	5 TH : 5:40 pm

Special trip (One way)
D'mall area : Php300
Cagban / Tambisaan port : Php500
Citymall / Rot : Php500
Crimson / Movnpick Hotel : Php500
Shangri-la Hotel : Php1,000

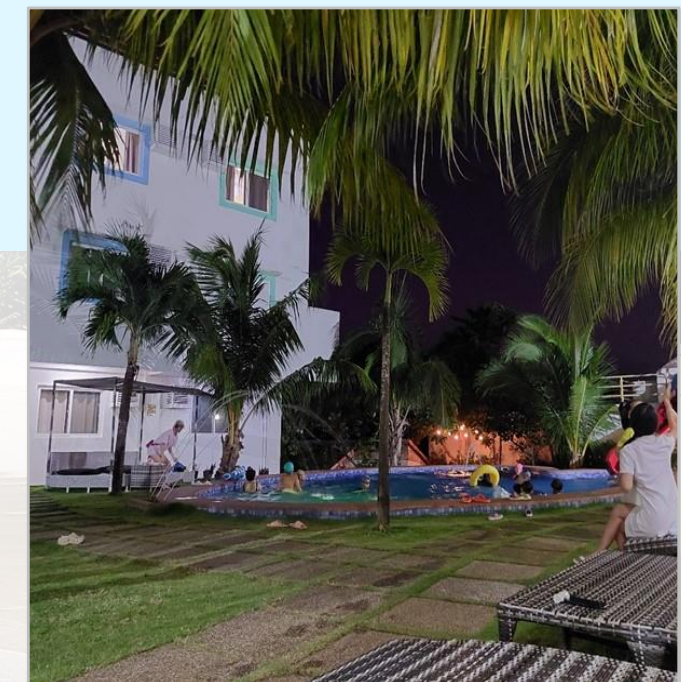
ADDRESS : Bantud, ManocManoc, Boracay, Malay, Aklan
LANDMARK : Ayurveda Spa / Beth Shalom Academy

POOL HOURS
Mon-Fri : 4:30pm ~ 8:30pm / Sat,Sun : 8am ~ 8:30pm

- No lifeguard on duty. Use pool at your own risk
- Children under 13 require adult supervision

Laundry Collection : Monday & Thursday from 12pm to 1pm

WI-FI PASSWORD : @Coco87654321





Boracay Island





Weekly Schedule (Example of 4 weeks)

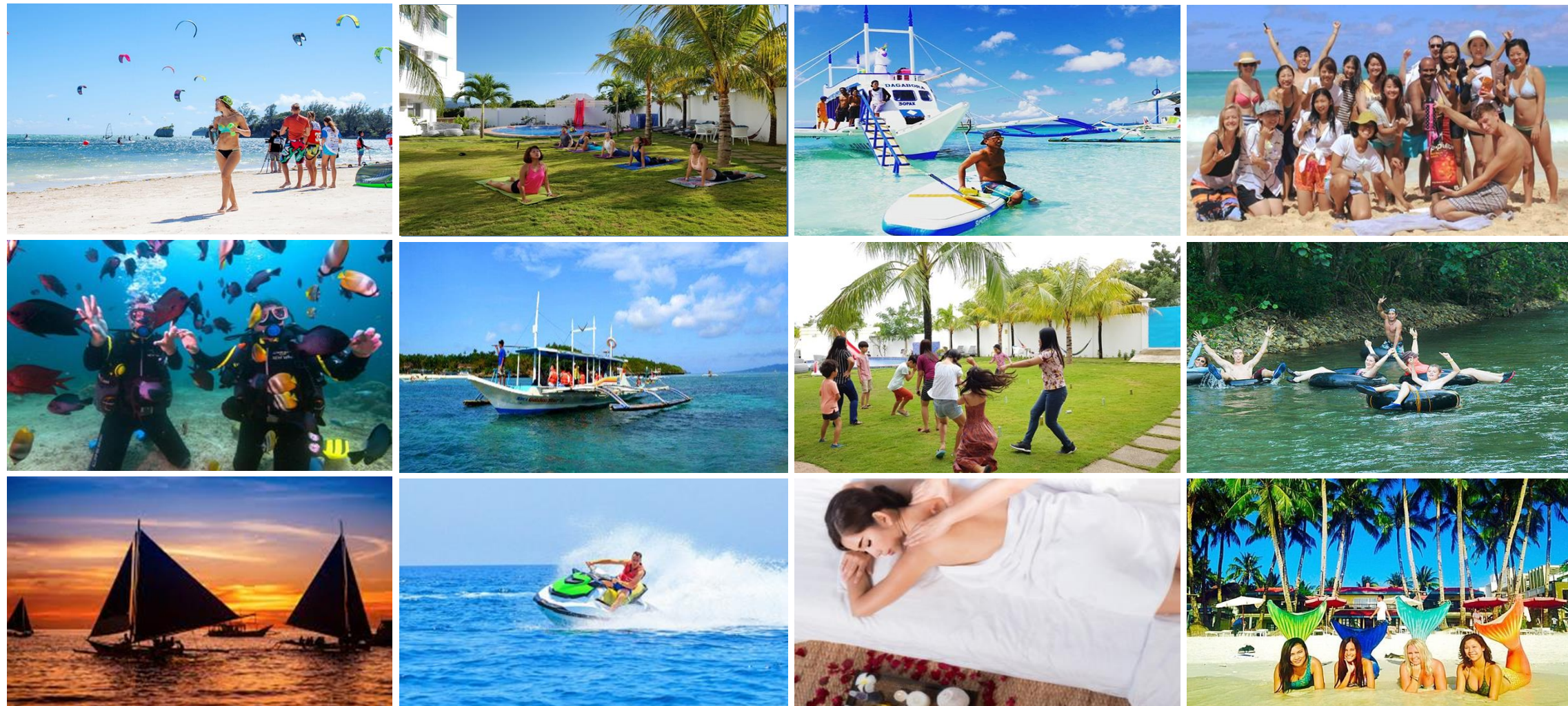


	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 st week	Level Test Orientation	Regular Classes	Regular Classes	Regular Classes	Regular Classes	Free time	Free time
2 nd week	Regular Classes	Regular Classes	Regular Classes	Regular Classes	Regular Classes	Free time	Free time
3 rd week	Regular Classes	Regular Classes	Regular Classes	Regular Classes	Regular Classes	Free time	Free time
4 th week	Regular Classes	Regular Classes	Regular Classes	Regular Classes	Regular Classes / Graduation	Check out	

School Features

Boracay Activity

Students can do some activities such as Yoga, Island hopping, Mainland tour, Sunset sailing, etc. on weekends



School Policy

Refund policy

A written notice should be submitted when canceling the course. The registration fee cannot be refunded under any circumstances.

When to request a refund		Refund Amount
Before Departure	4 weeks before departure	All fees except registration fee
	2 weeks before departure	All fees except 2 weeks of dormitory fees
	1 week before departure	All fees except 4 weeks of dormitory fees
	Less than a week before departure	All fees except 4 weeks of tuition and dormitory fees
After Departure	Registered 4 weeks or less	No refund regardless of time of request
	Within 25% of course period	50% of remaining period of tuition and dormitory fees
	Within 50% of course period	20% of remaining period of tuition and dormitory fees
	More than 50% of course period	No refund
Extension	2 weeks before extended class starts	All fees except 2 weeks of dormitory fees
	1 week before extended class starts	All fees except 4 weeks of dormitory fees
	Less than a week before extended class starts	All fees except 4 weeks of tuition and dormitory fees

- Remaining study period or class is not transferable to other students or even to family members.
- In case of inevitable circumstances such as student's illness which cannot be treated in the Philippines (must present medical certificate from the hospital) or immediate family's death (parents, siblings, spouse and children only ; grandparents and married siblings are not included). School will refund 50% of the remaining tuition and dormitory fees counting from the next week of notice date.
In this case, student need submit the Doctor's document within 2weeks from departure. If this circumstance happens prior to departure, it will belong to Pre-departure regulation on the table.
- Notification time : If a student requests a refund after departure, notification should be made in writing, 2 weeks before the requested refund period.
In case of violation of notification time, Refund is applied excluding 1 week from the refund period, and the refund period is calculated from Monday of the next week based on the notification date.
- Postponement of study before the registered start date is permitted only once after registration. To request a postponement, a request must be submitted at least 4 weeks before the intended study period. Failure to meet this deadline will result in the application of the Pre-departure refund policy.

Regulations

[Clause 1] Classes & Attendance

1. All regular classes last 45 minutes, followed by a 5-minute break.
2. Class schedules and teacher assignment are within the exclusive authority of the school and students must fully follow them. Class start/end times may vary depending on the student, and since free class time is essential for efficient management of the school, students must follow the schedule set by the school.
3. Classes may be changed or canceled due to reasons such as the health of the teachers in charge, resignation, personal circumstances, etc., or the school itself. If a class is canceled, make-up classes will be held within a week. However, if a student is absent for personal reasons, no supplementary classes will be held.
4. If a student is late for more than 10 minutes, he or she will be considered absent even if attended class.
5. If a student needs to be absent due to illness or other unavoidable reasons, he or she must submit an absence request form to the office before class begins. If acknowledged by the school, it will not be considered an absence.
6. If a student needs help with a personal problem, such as visiting a hospital or police station, he or she must apply to the office and receive permission. A fee of 3,000 pesos is charged for accompanying a manager or staff, and transportation and meal expenses are separate. (up to 4 hours per session)
7. Class schedule adjustments and teacher changes can be requested every Thursday from 1:00 PM to 5:00 PM. Only those who request it can apply from the following week after consulting with their teacher on Friday. If identical requests are made, priority will be given to students with higher attendance. However, it is not possible to designate a teacher.
8. When requesting a course downgrade, a refund of the difference is not possible. Course upgrades can be requested every Thursday from 1:00 to 5:00 and can be applied starting the following week after consulting with the teacher on Friday.

[Clause 2] Philippines Holidays

1. New Year's Day - January 1	11. National Heroes Day - August 26
2. Chines New Year – irregular date	12. All Saints' Day – November 1
3. Maundy Thursday - irregular date	13. All Souls' Day - November 2
4. Good Friday - irregular date	14. Bonifacio Day - November 30
5. Day of Valor - April 9	15. Feast of Imma. – December 8
6. Labor Day - May 1	16. Christmas Eve - December 24
7. Eidul Fitr - irregular date	17. Christmas Day - December 25
8. Independence Day - June 12	18. Rizal Day - December 30
9. Eidul Adha - Irregular date	19. Last Year Day - December 31
10. Ninoy Aquino Day - August 21	

School Policy



Regulations

1. Class schedules are subject to Philippine National Holidays: regular or special. During these holidays there are no classes at Coco. Also, no makeup classes will be held. The following are school holidays:
2. Religious holidays, which have irregular dates, are determined by religious calendar. Also, special holidays, which are declared by the Philippine government, have irregular dates. Students are then advised to check the bulletin board for announcements concerning those holidays.

[Clause 3] Dormitory Check-in & Check-out

1. Check-in : From Saturday 3:00PM or later OR Sunday Anytime
2. Check-out : By Saturday 12:00PM
3. Airport sending fee : P1,000 (Kalibo or Caticlan airport). Students can request it from 3 to 14 days before your scheduled return date.
4. Additional cost will apply if the standard check-in/check-out schedule is not met.

[Clause 4] Indemnity and Rights

1. The school is not responsible for any damages caused by natural disasters, unexpected events, flight delays or cancellations.
2. The school is not responsible for incidents or accidents that occur outside of the school.
3. The school is not responsible for any damage or loss of clothing that occurs during the laundry service.
4. The school is not obligated to provide supplementary classes on public holidays in the Philippines.
5. The school reserves the right to change course courses, schedule changes, dormitory changes, etc.
6. The school is not responsible for accidents caused by student negligence. We recommend that you sign up for travel insurance to receive financial assistance in the event of an accident.

[Clause 5] Issuance of graduation certificate

A graduation certificate will be issued to students who meet the requirements below.

1. Attendance rate of 90% or higher (Attendance rate will be checked on Thursday of the week scheduled for graduation).
2. Less than 50 penalty points

[Clause 6] Grounds for Expulsion

* Students will be expelled immediately if any of the following situations occur, and any remaining training fees will not be refunded.

1. If a fire occurs due to use of unapproved heating appliances or cooking utensils in the dormitory.
2. If you make loud noises, fight or argue, damage items while drunk, act violently, use profanity, or create an atmosphere of fears to others.
3. In case of inappropriate behavior such as bullying other students.
4. If you hold or participate in an unauthorized assembly, or if you defame the school without any basis and spread disparaging rumors or rumors about the school. In case of inciting other students to hold an unauthorized assembly. In some cases, this may result in a lawsuit being filed against the student for legal damages.
5. If you meet privately outside the school and drink alcohol together. (The employee in question was also fired)
6. In case of financial transactions or dating with a school employee. (The employee involved in this case was also fired)
7. Entering another person's dormitory without permission.
8. Entering a room of the opposite sex.
9. In case of drug use or criminal activity.
10. Disclosure of tuition fees paid (discounts, conditions, etc.)
11. Drinking alcohol with others in a public place within the school.
12. If a similar situation occurs and the school is deemed necessary.

[Clause 7] Warning

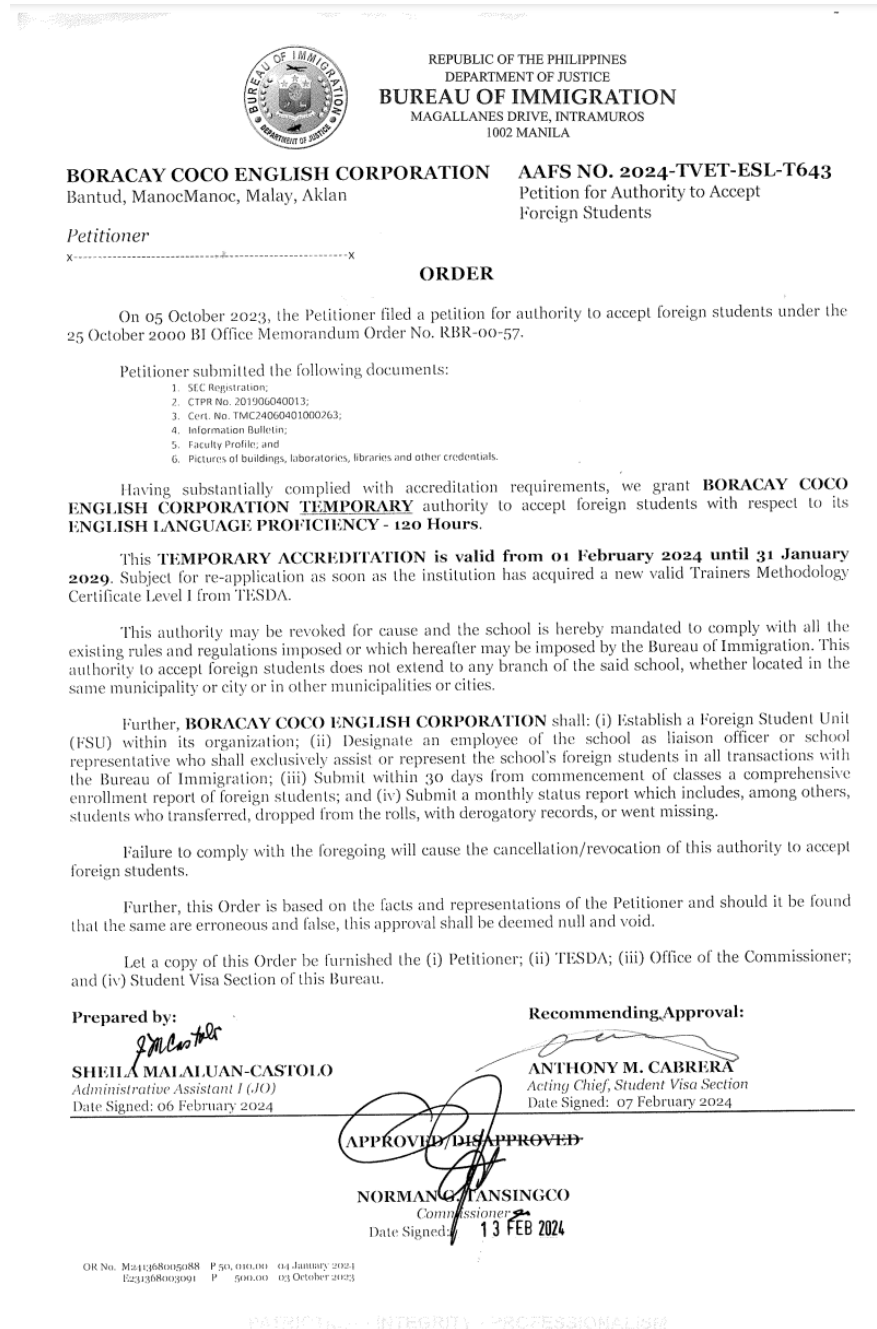
* The following actions are absolutely prohibited, and if the warning is violated three or more times, you will be immediately expelled.

1. Smoking in a non-designated area. (A fine of 10,000 pesos is imposed immediately)
2. If an outsider is brought to the school without permission
3. If school supplies are taken outside.
4. If other students file complaints about noise being made between 10:00PM and 7:00AM
5. If a fight or accident occurs due to lack of guardian supervision when a child uses the swimming pool.
6. In case of non-compliance with swimming pool usage hours and attire.
7. Failure to report damage to academy property.
8. If a similar situation occurs and the school is deemed necessary.

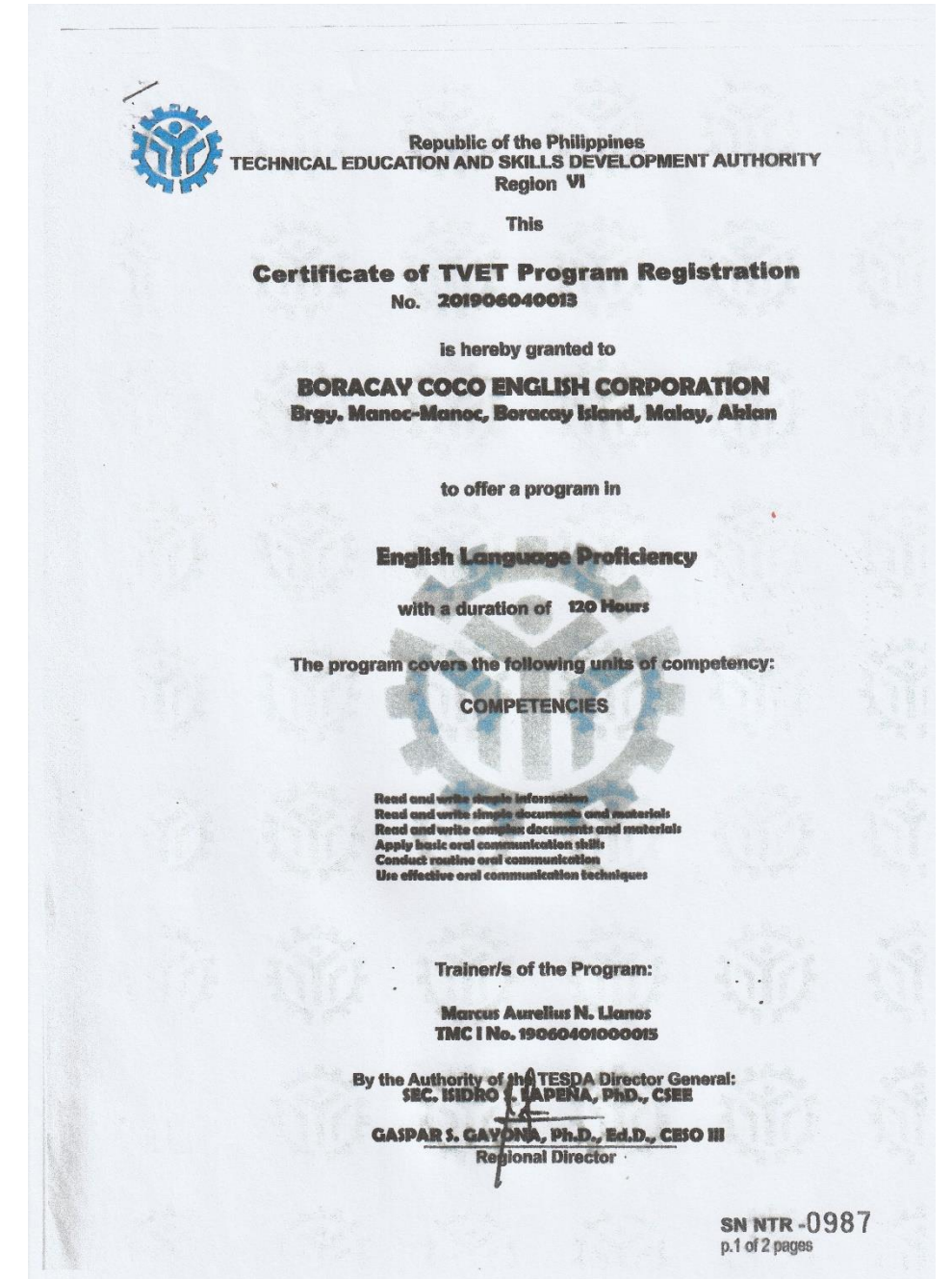
School Permit



SEC Certificate



Immigration SSP



TESDA Certificate



Thank you



WhatsApp: +48578579485



office@boracaycocoenglish.com



<https://boracaycocoenglish.com>



Bantud, ManocManoc, Boracay Island, Malay,
Aklan, Philippines. 5608