

How do I enrol?

You can see the course schedule and complete your enrolment on our website. Once booked, you will receive an automated payment confirmation but if you have any questions, you may contact us at whitehall@langsols.com

How do I pay for my course?

You can only pay for your course through our online shop using a debit or credit card. Upon payment, we will receive a notification and process your booking, you will then receive an acknowledgement of this.

What equipment do I need?

Courses will take place over Zoom. This can be accessed from most phones, tablets and computers. You will be expected to participate throughout your session so a working microphone and webcam are strongly advised. For the best experience, we recommend the use of a computer and headphones with a microphone. You will also need uninterrupted internet access. Technical support is available throughout your programme.

How much does it cost?

The cost is £199 including VAT for French, German and Spanish courses. Arabic, Russian, and Mandarin courses cost £220 including VAT. The price covers a course of 15 hours (12 sessions - 75 minutes per week) subject to reaching a minimum of four students.

If a course does not reach the minimum number of participants, we will be contacting students to discuss the options. Your payment guarantees a place in the group and once your course is confirmed, refunds will not be given (unless we cancel the course, in which case a full refund will be provided), no pro-rata refunds or course deference is possible.

What languages are on offer?

A full list of available languages running this term is available to view on our website. If you are interested in a language that you do not see advertised, do get in touch as we offer 1:1 classes too. Please contact corinne.taylor@langsols.com for more information.

How many people are in a virtual class?

Classes have a minimum of 4 participants and a maximum of 6. This very small group size is designed to give every participant plenty of time to practise the key skills of Speaking and Listening.

Whitehall Virtual Languages



What time will the classes take place?

Lessons will run for 75 minutes on the same day/time each week. Depending on language and level, classes are offered in the mornings, lunchtimes, and evenings. Please refer to the web shop for specific schedules.

When do the terms begin?

We run three terms each calendar year and our timetable for 2022 has been set out as follows:

Term	Start date (w/c)	Estimated end date (w/c)	Enrolments close
Spring Term 2022	25th April 2022	11th July 2022	14th April 2022
Autumn Term 2022	12th September 2022	28th November 2022	29th August 2022
Winter Term 2022	23rd January 2023	10th April 2023	16th January 2023

How do I know my level?

If you are not sure about your current level, please have a look at the course descriptors available under each course within the web shop. You can also contact us with any questions.

What if I pay but cannot attend the lessons?

We are unable to offer refunds to students who, for whatever reason, cannot attend the whole course. We regret that we are unable to offer pro-rata rates for partial attendance of courses or deferring attendance to future terms.

Will I need to do any preparation or homework?

A small amount of revision and/or preparation work will be advised in advance of each lesson (excluding the 1st lesson).

Are tutors native speakers?

Yes, all our tutors are native speakers and meet the MPRs (Minimum Professional requirements) set by the FCDO. They have experience teaching diplomats, civil servants, and professionals.

What do the lessons cover?

All our courses focus on the two main skills of Speaking and Listening, covering practical topics of general interest to civil servants, helping you to build confidence when dealing with everyday situations.

Do I need a course book?

No. Our courses are all topic-based and focus on the communicative skills of Speaking and Listening, in contexts which are relevant to the programme's target audience (government officials and civil servants).