

General Translation Course – where and when

The regular course

The next regular Dutch-English and/or English-Dutch General Translation Course will start on Wednesday 25 September 2019. (Students may start the correspondence version of this course at any time.)

A general information evening is held at Erich Salomonstraat 525, 1087 GT Amsterdam on Wednesday 18 September 2019 (start time: 6.30 p.m. The first class of the regular course is scheduled for Wednesday night 25 September 2019. The course is held on Wednesday nights from 6.30 p.m. to 10.00 p.m. (The regular course will only start if there are sufficient – i.e. at least 4 – students.) The final class will be held, in principle, on Wednesday 11 June 2020.

Course dates

- Wednesday 18 September 2019 – Information night (6.30 p.m. – about 8.30 p.m.)
- Wednesday 25 September 2019 – Date 1st regular class (6.30 p.m. – 10.00)
- Wednesday 11 June 2020 – Final class of the regular course (6.30 – 10.00 p.m.)

N.B. The vacation schedule of the North Netherlands region is applicable.

Enrolment

If you wish, you can enrol for the regular course on the aforesaid information evening, but you can also reserve a place by returning a completed enrolment form by transferring the EUR 50 enrolment fee; the latter can be wise because of the limited number of students that can be admitted.

If you need additional information, or wish to make an appointment for a personal introductory meeting, you may contact us by telephone.

The Correspondence Course

You can start the Dutch-English / English-Dutch General Translation Correspondence Course at any time. The start date is the first Wednesday (which does not fall in the vacation period) after the completion of the administrative formalities (submission and receipt of the enrolment form, receipt and transfer of the enrolment fee, confirmation of the enrolment and transfer/receipt of the course fee). The same vacation periods apply to both the correspondence and the regular course.

For the correspondence course, the students should submit by email the theoretical and translation assignments. In the following week these will be returned with comments and suggestions. Any additional questions may also be asked by email. The model translations and the other course material are sent per email to the student. Those who wish to enrol for

the correspondence version should specify this on the enrolment form under 'name of the course'.

As far as the pace of the course is concerned: precisely because many students of the correspondence course may have busy work elsewhere, the course structure allows the student to determine their own pace. This means that it is no problem if a student fails to send in an assignment every week. A student may take longer to complete the programme. However, the course of 33 assignments must be completed in any event within two years (70 teaching weeks). If the programme is not completed within these two years, the unfinished part of the course programme may be completed upon payment of a proportional fee.

The Course Location



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Using public transport: from Amsterdam Central Station: tram line 26 (the 'IJ-tram') (get off at the Diemerparklaan stop) + approx. a 5-minute walk)