



Student Handbook

LSI Toronto

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Visiting Canada

Welcome to Canada! Canada is the second largest country in the world, just after Russia. Canada is made up of 10 provinces and 3 territories and has 6 different time zones! You will be visiting the province of Ontario, in Canada's largest city, Toronto. Toronto is the capital city of Ontario and Ottawa is the capital city of Canada.

Toronto experiences all 4 seasons (spring, summer, autumn, winter). In spring, around April to June, temperatures can vary from 0°C to 15°C. In summer, around June to September, temperatures can vary from 10°C to 35°C. In autumn, also known as fall, around September to November, temperatures can vary from 0°C to 15°C. Winter lasts from November to March where temperatures can vary from -30°C to 0°C.



Toronto can experience humid summers and windchill in the winter. This means that it can feel hotter with humidity and much colder with the windchill in the winter. To prepare for the winter, it is strongly recommended to wear layers, have a thick winter coat, gloves, hat, tall boots, etc. In the summer it is recommended to have a hat, loose clothing, sunglasses, etc. There are many stores in Toronto you can purchase these items from which includes: Winners, The Bay, Walmart, Uniqlo, many thrift stores, etc.

Canada is an extremely multicultural and diverse country. In Toronto, about 51% of the population was born outside of Canada. As we are so diverse, there are many different restaurants, grocery stores, retail shops, and things to do. We have different areas around the city that specialize in food from a particular region of the world, ethnic group, or food speciality. This includes multiple Chinatowns, Koreatown, Little Italy, Little Portugal, Greektown, Little Tibet, Corso Italia, Little Poland, and many more. A classic Canadian dish to have is from French Canada (Quebec) called poutine - this is made up of fries, cheese curds, and gravy. The average price of a standard meal could range from \$10 - \$40 CAD.

LSI Toronto



The school's address is [1055 Yonge Street, Suite 210](#). It is easily accessible by public transportation.

We are located a 2-minute walk from the ROSEDALE subway station. When you exit ROSEDALE subway station, walk towards the traffic lights and turn right onto Yonge Street.

While you walk north on Yonge Street LSI Toronto is located on the right side of the street. LSI is on the second floor (one floor above the ground floor) of the building, in Suite #210.

LSI Levels

All students are classed in accordance with their LSI Pre-Arrival Test results (prior to arrival, located in your E-LSI account) and Speaking Test (upon arrival). Within your first week you can request to change your class if you find it is too easy or too difficult, please speak with your teacher and the Academic Director.

All students have weekly evaluations covering the topics discussed that past week. Evaluation types include Friday unit tests, class presentations, writing tasks, and group projects. All marks are recorded on your Student Profile in your E-LSI account.

To progress to the next level it generally takes about 8-12 weeks depending on the student. The requirements to change to the next level is **80% or more attendance**, an average of 75% or more on the weekly evaluations, teacher evaluation, and a level progress test.

To receive a certificate at the end of your course you are required to have **80% or more attendance**.

Beginner

You have rudimentary components of basic English. This may include simple vocabulary and greetings.

Elementary

You can communicate using very simple grammar and vocabulary.

- IELTS 0-2.5
- TOEIC 0-250
- TOEFL iBT 0-29
- A1

Pre-Intermediate

You take part in conversations using basic grammar and vocabulary with acceptable accuracy.

- IELTS 3.0-3.5
- TOEIC 255-400
- TOEFL iBT 30-40
- A2
- KET

Intermediate

You have better control of grammar and vocabulary. Errors are still frequent but good understanding of the language.

- IELTS 4.0-4.5
- TOEIC 405-600
- TOEFL iBT 41-64
- B1
- PET

Upper-Intermediate

You use a wide range of structures with a fair degree of accuracy.

- IELTS 5-6.5
- TOEIC 605-780
- TOEFL iBT 65-78
- B2
- FCE (Grade B&C)

Advanced

You communicate very well using most structures accurately.

- IELTS 6.5+
- TOEIC 785-990
- TOEFL iBT 79-120
- C1 & C2
- CAE, CPE, FCE (Grade A)

Class Schedules

09:30 am-11:10 am	General Studies
11:10 am-11:30 am	<i>Break Time</i>
11:30 am-1:10 pm	General Studies
1:10 pm-2:00 pm	<i>Lunch Break</i>
2:00 pm-4:05 pm	Electives (Monday-Thursday)

LSI Courses

GENERAL 20				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am
BREAK 11:10am - 11:30am				
11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm
LUNCH 1:10pm - 2:00pm				
No afternoon classes	No afternoon classes	No afternoon classes	No afternoon classes	No afternoon classes

General 20

- 20 lessons per week (4 lessons per day), 1 lesson = 50 minutes
- Beginner to Advanced Levels
- General English: grammar, vocabulary, pronunciation, speaking, listening, reading, and writing
- Students improve communication skills in a variety of everyday situations by using a textbook, various materials, and exercises including role-plays, authentic materials, magazines, and internet content

AFTERNOON 10				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
No morning classes	No morning classes	No morning classes	No morning classes	No morning classes
LUNCH 1:10pm - 2:00pm				
2:00pm - 4:05pm	2:00pm - 4:05pm	2:00pm - 4:05pm	2:00pm - 4:05pm	No afternoon classes

Afternoon 10

- 10 lessons per week, 1 lesson = 50 minutes
- Elementary to Advanced
- Conversational English, Business English, Exam Preparation, or Academic English

INTENSIVE 25				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am
BREAK 11:10am - 11:30am				
11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm
LUNCH 1:10pm - 2:00pm				
2:00pm - 4:05pm	2:00pm - 4:05pm	2:00pm - 4:05pm	2:00pm - 4:05pm	No afternoon classes (Mon & Tue OR Wed –&Thu)

INTENSIVE 30				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am	9:30am – 11:10am
BREAK 11:10am - 11:30am				
11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm	11:30am - 1:10pm
LUNCH 1:10pm - 2:00pm				
2:00pm - 4:05pm	2:00pm - 4:05pm	2:00pm - 4:05pm	2:00pm - 4:05pm	No afternoon classes

Intensive 25 & Intensive 30

- 25 or 30 lessons per week, 1 lesson = 50 minutes
- Includes English for Business, TOEFL/IELTS/TOEIC Preparation, Academic English, Pathways/ University Preparation, Cambridge Preparation
- Elementary to Advanced Levels
- The same program as General 20 plus 2 extra electives in the afternoon for Intensive 25 (Monday and Tuesday OR Wednesday and Thursday), and 4 extra electives in the afternoon for Intensive 30
- Electives include General English, Conversational English, Business English, Exam Preparation, or Academic English

Admission Requirements & Program Outlines

All programs and course methods of evaluation are weekly progress tests and completion requirements are 80% or more attendance. The English Language Proficiency test used to determine a student's level is the LSI Pre-Arrival Test. The required minimum score from the Pre-Arrival test is shown in brackets ranging from 0 (beginner) to 24 (intermediate).

Afternoon 10 - Conversational English

- 16+ years of age admission requirement; Elementary [10] to Advanced level requirement
- Students can improve their speaking and listening skills. Each week students focus on vocabulary and grammatical structures related to a specific topic and perform practice exercises related to the those skills

Afternoon 10 - Business English

- 16+ years of age admission requirement; Intermediate [24] to Advanced level requirement
- Through a combination of written exercises, presentations, dialogues and role-plays in realistic business situations, students practice and improve their skills in business vocabulary and “buzz words”, email, memo and letter writing, negotiating, interviewing and telephoning in English

Afternoon 10 - Exam Preparation

- 16+ years of age admission requirement; Intermediate [24] to Advanced level requirement
- Students study accuracy with grammatical structures, communicative skills and ability, functional structures, vocabulary extension, active study skills, exam skills needed to obtain a high IELTS or TOEFL score

Afternoon 10 - Academic English

- 16+ years of age admission requirement; Intermediate [24] to Advanced level requirement
- Students develop skills needed for critical thinking at a college/university level and will have experience participating in group discussions and debates on varying academic topics. They will enhance their critical thinking skills, read expansive articles and analyze them, listen to lectures, summarize and understand lectures and presentations, as well as focus on presentation skills

General 20 - General English

- 16+ years of age admission requirement; Beginner [0] to Advanced level requirement
- Students improve communication skills in a variety of everyday situations by using a textbook, various materials, and exercises including role-plays, authentic materials, magazines, and internet content

General 20 - English for Juniors

- 12-17 years of age admission requirement; Beginner [0] to Advanced level requirement
- Young learners improve communication skills in a variety of everyday situations by using a textbook, various materials, and exercises including role-plays, authentic materials, magazines, and internet content. Lessons are linked to activities where students interact with local people and learn about the history and culture of the location whilst they develop their communication skills

Intensive 25 & 30 - English for Business

- 16+ years of age admission requirement; Intermediate [24] to Advanced level requirement
- Through a combination of written exercises, presentations, dialogues and role-plays in realistic business situations, students will practice and improve their skills in: business vocabulary and “buzz words”, email, memo and letter writing, negotiating, interviewing and telephoning in English

Intensive 25 & 30 - TOEFL/IELTS/TOEIC Preparation

- 16+ years of age admission requirement; Intermediate [24] to Advanced level requirement
- Students study accuracy with grammatical structures, communicative skills and ability, functional structures, vocabulary extension, active study skills, exam skills needed to obtain a high IELTS, TOEFL, or TOEIC score

Intensive 25 & 30 - Academic English

- 16+ years of age admission requirement; Intermediate [24] to Advanced level requirement
- Students develop skills needed for critical thinking at a college/university level. Students will have experience participating in group discussions and debates on varying academic topics. They will enhance their critical thinking skills, read expansive articles and analyze them, listen to lectures, summarize and understand lectures and presentations, as well as focus on presentation skills

Intensive 25 & 30 - Pathways/University Preparation

- 16+ years of age admission requirement; Intermediate [24] to Advanced level requirement
- Students develop skills needed for critical thinking at a college/university level. Students will have experience participating in group discussions and debates on varying academic topics. They will enhance their critical thinking skills, read expansive articles and analyze them, listen to lectures, summarize and understand lectures and presentations, as well as focus on presentation skills

Mini Group 20 & 30

- 16+ years of age admission requirement; Beginner [0] to Advanced level requirement
- This program is a small-group variation of Business English. Through a combination of written exercises, presentations, dialogues and role-plays in realistic business situations, students practice and improve their skills in business vocabulary and “buzz words”, email, memo and letter writing, negotiating, interviewing and telephoning in English

School Policies

1. Attendance:

Students are responsible for attending **at least 80% of the classes** to receive a *Certificate of Completion*. If you do not attend 80% of your classes you may be given a Reminder Letter, a Warning Letter, and an Action Letter, and you may be asked to speak to the *Academic Director*.

If you do not have a good reason for being absent LSI may need to contact your agent, parents (if you are under 18 years old), or government authorities (purpose of the trip: studies). If the problem persists, the student will **not** be given a *Certificate of Completion*.

If you are absent (feeling sick or for other personal reasons) you must contact the school. Please call or email as soon as you know that you are not attending class.

LSI Telephone: +1 (416) 928-6888 – **E-mail:** tor@lsi.edu

IN CASE OF EMERGENCIES: +1 (416) 720-3870

2. Being on time:

Please be respectful by being on time. Students who are late for classes create problems by interrupting the teachers and distracting their classmates. Morning classes begin at 9:30 am and afternoon classes begin at 2:00 pm. **If the student is more than 30 minutes late, they are no longer allowed to enter the classroom**, meaning they will have to wait until the next period (after break time) to join the lesson. This will affect their overall attendance.

If you are often late for class, you may receive a Reminder Letter, a Warning Letter, and an Action Letter. If the problem persists you will not be given a Certificate of Completion. If you are under the age of 18, your parents will be notified.

3. Practicing your English:

Students are expected to **speak only English** while they are at school, including during break times. Learning a language takes a lot of practice. Speaking English outside of the classroom gives you the opportunity to improve and make friends with people from different countries and cultures. Take advantage of this opportunity!

4. General:

- All students are to follow the [LSI Code of Conduct](#) at all times.
- Respect the building, furniture, and facilities of the school. LSI is the place where you will be most of the time, so please keep it as clean and organized as you found it.
- The kitchen is open for students to use; however, **we expect everyone to clean up after themselves**. If you notice any problem with the kitchen, bathroom, or any other area of the school, please bring it to our attention right away.
- **Teachers are free to allow or forbid the use of cell phones during the lessons**. During class, if you use your cell phone without permission, teachers may ask you to put your phone away if you continue using it.
- If any of your personal information changes (email, phone number, address), please **inform the Student Services Manager** to update your profile on our system.

Alcohol, Tobacco & Drugs Policy

LSI is committed to promoting a welcoming and safe environment for our students and staff. LSI prohibits the unlawful possession and use of illegal drugs by students and staff at the school or during school activities. It is strictly prohibited for students to be intoxicated on LSI property, LSI accommodation, or during school sanctioned events. Please read the policies below:

Alcohol

- The legal drinking age in Ontario is 19 years of age.
- It is against the law to purchase liquor for anyone under the age of 19.
- It is against the law to drink alcohol in a public place (ie. streets or parks).

Cannabis

- The legal age for purchasing or possession of cannabis in Ontario is 19 years of age.
- It is against the law to purchase cannabis for anyone under the age of 19.
- Smoking or cannabis use is prohibited in the school.
- It is against the law to smoke cannabis in any indoor public places or worksites.
- When smoking, you must be at least 9 meters away from public doorways, opening windows, and air intakes including apartments and condominiums.
- The City of Toronto bans smoking on restaurant/bar patios and bans smoking within 9 meters of doors/windows and 9 meters from customer service areas, including patios.

Tobacco

- The legal age for purchasing tobacco in Ontario is 19 years of age.
- Smoking or other tobacco use is prohibited in the school. It is permitted outside the building, and on the sidewalk.
- It is against the law to smoke at indoor public places or worksites, including pubs, bars, restaurants, and shopping centers. Designated smoking rooms are non-existent; and public transit, transit shelters, taxis, and work vehicles are also smoke-free.
- When smoking, you must be at least 9 meters away from public doorways, opening windows, and air intakes including apartments and condominiums.
- The City of Toronto by law bans smoking on restaurant/bar patios and bans smoking within 9 meters of doors/windows and 9 meters from customer service areas, including patios.

Drugs

- The possession or use of any illegal drug in or outside of the school is strictly prohibited.

Public Transportation

Our public transportation is called the [Toronto Transit Commission \(TTC\)](https://www.ttc.ca/). It consists of an underground subway, streetcars, and buses. You can pay using cash, debit/credit, or you will need to purchase a [Presto card](https://www.ttc.ca/presto/). Below is a map and hours of the TTC subway:



The TTC uses the same fare price anywhere you go in the city. There are standard adult fare prices, cheaper youth prices (ages 13-19), and cheaper senior prices (ages 65+). Students aged 12 and under can ride for free. The breakdown of fares can be found [here](https://www.ttc.ca/fares/). It is slightly cheaper per ride if you pay by tapping your debit/credit card or use the Presto card instead of using cash. From the first time you tap your card you will have a 2-hour transfer window where you do not have to pay another fare for 2 hours.

How can I get a youth or senior fare discount?

Any students aged 13-19 or 65+ that want to take advantage of the discounted fares **must purchase a Presto card from any Shoppers Drug Mart and show government issued identification**. Students aged 12 and under can ride for free but may need to have a TTC child pass made for them to prove their age to TTC employees. These students can get this pass from LSI.

Does the TTC offer weekly passes?

Unfortunately the TTC no longer offers weekly passes. Instead, students can purchase one-ride, two-ride, or day passes. Alternatively, students can just pay per ride.

What is a Monthly Pass? When can it be purchased?

A Monthly Pass is ideal if you take transit regularly throughout the month, as it offers a discount for **unlimited travel from the first day of the month until the last day of the month**. You must have a Presto card in order to load the monthly pass onto the card. Please note, **LSI students are NOT eligible for the post-secondary discount for monthly passes** - this is only for students in colleges or universities.

What is Stored Value?

Stored Value is like having cash on your Presto card; the standard Presto fare fee will be deducted when you tap into any bus, streetcar, or subway. After tapping your card you will have **2 hours of unlimited travel**. You can load more money onto your Presto card online or at any subway station. Your stored value cannot be used towards payment of a monthly or daily pass nor can it be refunded.

Remember!

Register your Presto Card online (prestocard.ca) to transfer your credit to a new card in case you lose it! If you do not register your card and it is lost or stolen, all money or passes you had on that card will be gone.

Health & Wellness

The health and wellbeing of staff and students is of the utmost importance at LSI. Any students who are feeling ill for any reason should take precautions such as staying home, resting, taking suitable medication, if needed, and seeing a doctor, if needed.

For any medical centers or hospitals students generally will need to pay there and keep all receipts to make a claim to your insurance provider after to get reimbursed. All students are required to have health insurance for the duration of their time with LSI. If you would like to add insurance to your booking please contact us at TOR@LSI.EDU.

Ontario has a free, confidential telephone service you can call to get health advice or general health information from a Registered Nurse. This is available to assess your symptoms and give advice on the next step. This is not a replacement for a doctor visit as it is only for quick assessments and advice. The number is 1-866-797-0000 and is available 24 hours a day, 7 days a week.

In the case of any emergency where you need fire, police, or an ambulance please call 911.

Useful Information

Walk-In Clinics (if you need to see a doctor)

The Medical Practice – 799 Bloor St. W, Toronto, ON M6G 1L8 (+1 647-349-0053)

Davisville Medical Clinic – 1901 Yonge St., Unit #4, Toronto, ON M4S 1Y6 (+1 416-483-0102)

College Care – 343 College St., Toronto, ON M5T 1S5 (+1 416-915-9285)

Dentists

Dental Emergency Service – 1650 Yonge St., Toronto, ON M4T 2A2 (+1 416-485-7121)

TTC/Presto

Shoppers Drug Mart (various locations) – 1027 Yonge St., Toronto, ON M4W 2K9

Davisville Subway Station – TTC Customer Service Centre

Rosedale Subway Station – Closest subway station to LSI

Money Exchange:

Money Mart – 241 Yonge St., Toronto, ON M5B 1N8

Most major banks can exchange USD to CAD and vice versa, and sometimes other major currencies like EUR or GBP. Major banks include: TD Canada Trust, Royal Bank of Canada, Bank of Montreal, and Scotiabank.

Pharmacies/Drug Stores

Shoppers Drug Mart (various locations) – 1027 Yonge St., Toronto, ON M4W 2K9

Rexall (various locations) – 87 Avenue Rd., Toronto, ON M5R 3R9

Shopping Malls

Eaton Centre – 220 Yonge St., Toronto, ON M5B 2H1

Yorkdale Shopping Centre – 3401 Dufferin St., Toronto, ON M6A 2T9

Grocery Stores

Harvest Wagon – 1103 Yonge St., Toronto, ON M4W 2L7 (expensive)

No Frills or Loblaws – Various Locations

Rabba Fine Foods – Various Locations

Farm Boy – Various Locations

Movie Theatres – Cineplex (various locations)

Varsity – 55 Bloor St. W, Toronto, ON M4W 1A5

Yonge-Dundas - 10 Dundas St. E, Unit #402, Toronto, ON M5B 2G9

Activities/Tours

ISX Tours - 692 Yonge St., 2nd Floor, Toronto, ON M4Y 2A6

TNT Tours - 819 Yonge St., 2nd Floor, Toronto, ON M4W 2G9

LSI Policies

Code of Conduct

Dispute Resolution Policy

Minor Forms (students under 18 years old)