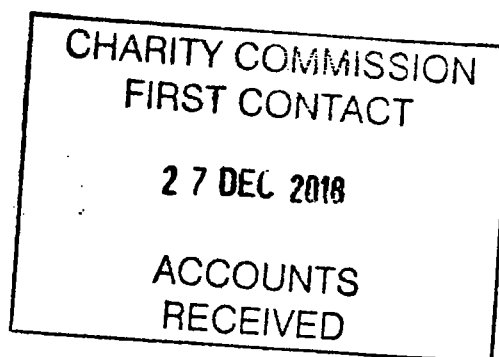


Registered number: 01856248
Charity number: 290456

**IES London, The London Centre of the Institute for the International
Education of Students (Illinois) Limited**

(A company limited by guarantee)

**Council of Management's report and financial statements
for the year ended 30 June 2018**



**IES London, The London Centre of the Institute for the International Education of Students (Illinois)
Limited**

(A company limited by guarantee)

Contents

	Page
Trustees	1
Reference and administrative details of the charity and advisers	2
Council of Management's report	3 - 7
Independent auditors' report	8 - 11
Statement of financial activities	12
Balance sheet	13
Statement of cash flows	14
Notes to the financial statements	15 - 24

**IES London, The London Centre of the Institute for the International Education of Students (Illinois)
Limited**

(A company limited by guarantee)

**Trustees
for the year ended 30 June 2018**

Council of Management

Mr G Bennett
Ms L Piest (resigned 17 July 2017)
Ms K Cameron (appointed 17 July 2017)
Mr W Hoyer

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Reference and administrative details of the company and advisers
for the year ended 30 June 2018**

Company registered number

01856248

Charity registered number

290456

Registered office

5 Bloomsbury Place
London
United Kingdom
WC1A 2QP

Auditors

Kreston Reeves LLP
Chartered Accountants
Statutory Auditor
37 St Margaret's Street
Canterbury
Kent
CT1 2TU

Bankers

The Royal Bank of Scotland
62/63 Threadneedle Street
London
EC2R 8LA

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Council of Management's report
for the year ended 30 June 2018**

The Council of Management (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited (the charity) for the year ended 30 June 2018.

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. Policies and objectives

The objects of the charity are to advance education by establishing or maintaining at or near London and elsewhere in England, an academic centre for the instruction of adult students in such fields of study as may be approved by the Council of Management. Moreover, the charity aims to foster and maintain collaborative partnerships with several British HE institutions.

The charity aims to support the Institute for the International Education of Students, the USA based headquarters, by providing high quality academic study abroad programmes that foster intercultural development of students from American colleges and universities. The charity's main objective for the year was to maintain or increase student numbers while maintaining quality in academic offerings.

The chief objectives of the Centre are to offer instruction for U.S. students as part of their U.S. university curricula, to enrol students in complementary courses in British institutions, and to facilitate their participation in co-curricular activities such as internships.

b. Public benefit

The Charity has met the public benefit requirement by educating adult students, housing adult students, and promoting intercultural competence and cultural exchange. These benefits also directly contribute to UK government strategy (the Prime Minister's Initiative of 2006) to increase the number of international students in the UK, in recognition of the economic and cultural benefit that they bring to the country as a whole and the local community, as well as to improve links and create partnerships for UK institutions with international institutions. These benefits relate directly to the aims of the charity, which include establishing and maintaining in and around London, an academic centre for the education of adult students in various academic fields of study and collaborative partnerships with several British HE institutions.

c. Strategies for achieving objectives

The charity's key strategies for achieving its objectives are to review programmes regularly in order to strive for greater excellence, to put forth greater effort in developing more Customised Programmes, to expand student numbers while improving the academic quality of the student body, to attract more students to direct enrolment options, and to develop new themed academic programmes. The charity measures the success of this strategy by regular evaluations conducted at the Centre and by carrying out a programme review every seven years.

People in poverty are not denied the opportunity to benefit from IES programmes and activities in London. For example, IES Abroad commits more than \$5 million each year, globally, to their financial aid programmes as it firmly believes that financial limitations should not prevent a qualified student from participating in an IES abroad programme. All IES London students are eligible to apply for this aid. In addition, IES offers grants of \$2,000 per student per term to public university students (using the U.S. definition of public universities), as well as scholarships based upon diversity or academic performance and financial need. Other eligibility requirements apply to all financial aid.

**Council of Management's report (continued)
for the year ended 30 June 2018**

d. Activities for achieving objectives

The major area of activity is the provision of educational programmes to students through running the "Study London Program". This features concentrations in British Literature and Drama, International Business as well as studies in such fields as communications, history, sociology, political science, film, and women's studies. The charity has strong relationships with a number of local educational institutions and also supports internship and service learning schemes that enable students to gain work experience in British companies and other service providers whilst under academic supervision. In addition, the Centre customises special academic programmes for American colleges and universities.

The Council of Management have considered and complied with the guidance on public benefit. In fact, in planning the objectives for the year, the Council of Management have ensured their compliance with the duty in s17 of the Charities Act 2011 and are mindful of the Charity Commission guidance on public benefit. The students benefiting from these activities include those receiving scholarships.

Achievements and performance

a. Review of activities

During the 2017-18 academic year, the London Centre enrolled 108 summer students in the UK Today and Internship programmes (24 UK Today and 84 Interns), 196 fall students (including 29 direct enrolment students), and 283 spring students (including 109 direct enrolment students). In addition, 123 students participated in non-semester-length customised programmes with IES in London during the 2017-2018 academic year. There was also a small number of full academic year students enrolled in various programmes.

IES currently works with the following partner institutions: The Courtauld Institute, The Slade School of Fine Arts, University College London, SOAS, Queen Mary University of London, City University, and St. Catherine's College, Oxford.

In addition to their coursework, IES students, particularly those on the Health Practice and Policy Program, participate in various community activities, volunteer, and engage in service learning projects in the London area, which benefit members of the public and the needs of those less fortunate. These projects include volunteer work with church groups, conservation work, working with the homeless, and volunteering at several museums and arts organisations in the city.

Financial review

a. Going concern

After making appropriate enquiries, the Council of Management have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. Principal risks and uncertainties

The business activities of the charity are subject to events external to the charity's control and financial results can vary dramatically from past trends. In particular, terrorist events, and political and economic turmoil can adversely impact student enrolment. Also, dramatic swings in foreign exchange rates can limit student enrolment and excess student housing, due to fluctuations in student enrolment, may necessitate the use of a third party to sell unused beds, occasionally resulting in financial losses.

c. Reserves policy

It is the policy of the charity to hold free reserves adequate to provide reasonable financial resource in light of the availability of support from the Institute for the International Education of Students in Chicago.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Council of Management's report (continued)
for the year ended 30 June 2018**

d. Transactions and financial position

The Statement of Financial Activities shows net expenditure for the year before revaluations of £108,606 (2017: £161,618) and our reserves stand at £634,339 (2017: £742,945) in total.

Structure, governance and management

a. Constitution

The charity is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 16 October 1984.

b. Method of appointment or election of Council of Management

The management of the charity is the responsibility of the Council of Management who are elected and co-opted under the terms of the Articles of Association.

c. Policies adopted for the induction and training of Council of Management

New Trustees will undergo an orientation session to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association (the governing document), the committee and decision making processes, the business plan and recent financial performance of the charity. During the induction session they will meet key employees and other Trustees.

Ongoing, Trustees review their training and update needs and take steps necessary to ensure that appropriate training processes are in place.

d. Pay policy for senior staff

None of the Council of Management are remunerated by the charity. The charity's staff undergo performance reviews annually in the spring and pending a positive performance review, will receive a merit-based raise, effective 1 July annually. The raise pool historically amounts to inflation over the prior year plus one percent.

e. Organisational structure and decision making

The charity is organised so that the Council of Management meet once a year to review its affairs. There are at present 9 full-time, and 3 part-time staff members at the IES Centre, led by Centre Director John Ockey. The Centre Director both sets the future direction of the programme and manages the day to day administration of the charity. Kimberley Aparisio serves as Assistant Director of Student Affairs and Zosia Rutkowska serves as the Assistant Director of Customised Programmes, both overseeing the Programme in the Director's absence. On the academic programme, the Director is supported by a faculty member serving as a part-time Academic Support to the students. Also, the services of 32 part-time lecturers are utilised to teach the various courses of the programme. The average tenure among these faculty members is roughly 7 years.

f. Related party relationships

The charity relies upon support and income from The Institute for the International Education of Students. Details are set out in note 17 to the accounts.

g. Risk management

The Council of Management have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate its exposure to such risks.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Council of Management's report (continued)
for the year ended 30 June 2018**

Plans for the future

a. Future developments

IES Abroad London continues to expand its internships programmes, and began offering a semester length full-time internship option.

Approach to fundraising

The charity's main source of income is tuition fees received from The Institute for the International Education of Students based in Chicago. As a result, the Council of Management do not consider it necessary to undertake any activities to raise funds from the public in order to fulfil the charity's objectives.

Council of Management's responsibilities

The Council of Management (who are also directors of IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited for the purposes of company law) are responsible for preparing the Council of Management's report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Council of Management to prepare financial statements for each financial year. Under company law the Council of Management must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Council of Management are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Council of Management are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council of Management are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

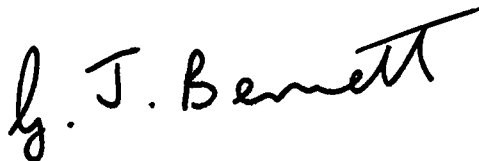
**Council of Management's report (continued)
for the year ended 30 June 2018**

Disclosure of information to auditors

Each of the members on the Council of Management at the time when this Council of Management's report is approved has confirmed that:

- so far as that member of the Council of Management is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- each member of the Council of Management has taken all the steps that ought to have been taken as a member of the Council of Management in order to be aware of any information needed by the charity's auditors in connection with preparing their report and to establish that the charity's auditors are aware of that information.

This report was approved by the Council of Management, on 8 November 2018 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'G. J. Bennett', written in a cursive style.

**Mr G Bennett
Member of Council**

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited
(A company limited by guarantee)

Independent auditors' report to the members of IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

Opinion

We have audited the financial statements of IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited (the 'charitable company') for the year ended 30 June 2018 which comprise the Statement of financial activities incorporating income and expenditure account, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2018 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Council of Management's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Council of Management have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The Council of Management are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited
(A company limited by guarantee)

Independent auditors' report to the members of IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Council of Management's report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Council of Management's report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Council of Management's report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Council of Management's remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Council of Management were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Council of Management's report and from the requirement to prepare a Strategic report.

Responsibilities of the Council of Management

As explained more fully in the Council of Management's responsibilities statement, the Council of Management (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Council of Management determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Council of Management are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Council of Management either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited
(A company limited by guarantee)

Independent auditors' report to the members of IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council of Management.
- Conclude on the appropriateness of the Council of Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our Auditors' report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited
(A company limited by guarantee)

Independent auditors' report to the members of IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Kreston Reeves LLP

Peter Manser FCA DChA (Senior statutory auditor)

for and on behalf of

Kreston Reeves LLP

Chartered Accountants
Statutory Auditor

Canterbury
8 November 2018

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Statement of financial activities incorporating income and expenditure account
for the year ended 30 June 2018**

	Note	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Income from:				
Charitable activities	5	5,305,120	5,305,120	4,953,723
Other trading activities	3	3,010	3,010	1,450
Investments	4	112	112	307
Total income		5,308,242	5,308,242	4,955,480
Expenditure on:				
Charitable activities	6	5,416,848	5,416,848	5,117,098
Total expenditure		5,416,848	5,416,848	5,117,098
Net expenditure before other recognised gains and losses		(108,606)	(108,606)	(161,618)
Net movement in funds		(108,606)	(108,606)	(161,618)
Reconciliation of funds:				
Total funds brought forward		742,945	742,945	904,563
Total funds carried forward		634,339	634,339	742,945

All activities relate to continuing operations.

There were no other recognised gains and losses.

In 2017 and 2018, all income and expenditure related to unrestricted funds.

The notes on pages 15 to 24 form part of these financial statements.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

**(A company limited by guarantee)
Registered number: 01856248**

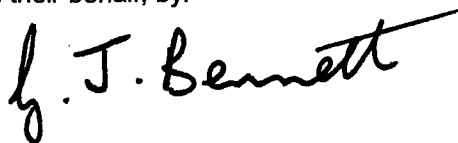
**Balance sheet
as at 30 June 2018**

	Note	£	2018 £	£	2017 £
Fixed assets					
Tangible assets	9		10,846		13,288
Current assets					
Debtors	10	540,989		473,243	
Cash at bank and in hand		255,563		373,422	
		<u>796,552</u>		<u>846,665</u>	
Creditors: amounts falling due within one year	11	(173,059)		(117,008)	
Net current assets			<u>623,493</u>		<u>729,657</u>
Net assets			<u>634,339</u>		<u>742,945</u>
Charity Funds					
Unrestricted funds			<u>634,339</u>		<u>742,945</u>
Total funds			<u>634,339</u>		<u>742,945</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Council of Management on 8 November 2018 and signed on their behalf, by:

**Mr G Bennett
Member of Council**



The notes on pages 15 to 24 form part of these financial statements.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Statement of cash flows
for the year ended 30 June 2018**

	Note	2018 £	2017 £
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	13	(113,878)	25,968
Cash flows from investing activities:			
Purchase of tangible fixed assets		(3,981)	-
Net cash used in investing activities		(3,981)	-
Change in cash and cash equivalents in the year		(117,859)	25,968
Cash and cash equivalents brought forward	14	373,422	347,454
Cash and cash equivalents carried forward	14	255,563	373,422

The notes on pages 15 to 24 form part of these financial statements.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Notes to the financial statements
for the year ended 30 June 2018**

1. Accounting policies

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited is a company limited by guarantee, incorporated in England and Wales.

The registered office is 5 Bloomsbury Place, London, United Kingdom, WC1A 2QP.

The objects of the charity are to advance education by establishing or maintaining at or near London and elsewhere in England, an academic centre for the instruction of adult students in such fields of study as may be approved by the Council of Management. Moreover, the charity aims to foster and maintain collaborative partnerships with several British HE institutions.

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared to give 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity's functional and presentational currency is pounds sterling.

The charity's financial statements are presented to the nearest pound.

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Going concern

The charity's main source of income is tuition fees received from the Institute for the International Education of Students based in Chicago, which is considered to be the ultimate controlling party.

The Institute for the International Education of Students has indicated that it intends to provide such funds as are necessary for the charity to continue in operational existence for the foreseeable future.

Accordingly, the Council of Management continue to adopt the going concern basis in preparing the annual report and accounts.

1.3 Company status

The company is a company limited by guarantee. The sole member of the company is The Institute for the International Education of Students. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

**Notes to the financial statements
for the year ended 30 June 2018**

1. Accounting policies (continued)

1.4 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Council of Management in furtherance of the general objectives of the company and which have not been designated for other purposes.

1.5 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Fees from Centre activities are adjusted by amounts paid to or supplemented by the Institute for the International Education of Students in Chicago.

Housing fees are accounted for on an accruals basis and so income received relating to future accounting periods is deferred.

1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

1.7 Tangible fixed assets and depreciation

All assets costing more than \$5,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Short leasehold property	-	10% straight line
Furniture and equipment	-	20% straight line
Computer equipment	-	33.3% straight line

1.8 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**Notes to the financial statements
for the year ended 30 June 2018**

1. Accounting policies (continued)

1.9 Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the balance sheet date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Statement of Financial Activities.

1.10 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.11 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1.12 Summer School expenditure

Expenditure incurred on the Summer School is carried forward to the following year when the related fee income is received in the Centre.

1.13 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.14 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.15 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.16 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**Notes to the financial statements
for the year ended 30 June 2018**

1. Accounting policies (continued)

1.17 Accounting estimates and areas of judgement

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Critical areas of judgment:

The charity has entered into a range of lease commitments in respect of property and equipment. The classification of these leases as either financial or operating leases requires the Council of Management to consider whether the terms and conditions of each lease are such that the charity has acquired the risks and rewards associated with the ownership of the underlying assets.

2. Net incoming resources / (resources expended)

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets:		
- owned by the charity	6,423	6,335
Auditors' remuneration - audit	13,550	12,920
Auditors' remuneration - non audit services	5,690	6,016
Operating lease rentals - office equipment	11,833	16,655
Operating lease rentals - land and buildings	1,644,457	1,867,689
	<u>1,673,953</u>	<u>1,909,615</u>

During the year, no Council of Management member received any remuneration or any benefits in kind (2016 - £NIL).

During the year, no Council of Management received any reimbursement of expenses (2017 - £NIL).

3. Trading activities

	2018 £	2017 £
Letting income	3,010	1,450
	<u>3,010</u>	<u>1,450</u>

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Notes to the financial statements
for the year ended 30 June 2018**

4. Investment income

	2018	2017
	£	£
Bank and other interest receivable - UK	112	307
	<u>112</u>	<u>307</u>
Total 2017	<u>307</u>	

5. Income from charitable activities

	2018	2017
	£	£
Provision of educational programmes to students	5,256,319	4,867,643
Provision of accommodation to students	48,801	86,080
	<u>5,305,120</u>	<u>4,953,723</u>
Total 2017	<u>4,953,723</u>	

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Notes to the financial statements
for the year ended 30 June 2018**

6. Expenditure on charitable activities

	2018	2017
	£	£
Tuition and university fees	1,249,260	1,111,054
Academic support costs	205,433	170,419
Student housing and meals	2,323,219	2,245,339
Student services	350,924	374,295
Rent	191,437	163,686
Building facilities management repairs	11,869	13,404
Property insurance	6,122	5,603
Other building costs	43,072	41,793
Telecommunications	28,960	35,107
Professional costs	53,717	71,477
Administration costs	75,261	85,777
Bank charges	1,369	1,466
Wages and salaries	768,326	707,252
National insurance	73,302	60,275
Pension cost	28,154	23,816
Depreciation	6,423	6,335
	<u>5,416,848</u>	<u>5,117,098</u>
	<u>5,416,848</u>	<u>5,117,098</u>
 Total 2017	 <u>5,117,098</u>	

7. Taxation

All of the charity's income for the year is exempt from taxation and so there is no taxation liability for the year ended 30 June 2018 (2017 - £nil).

**Notes to the financial statements
for the year ended 30 June 2018**

8. Staff costs

Staff costs were as follows:

	2018 £	2017 £
Wages and salaries	768,326	707,252
Social security costs	73,302	60,275
Other pension costs	28,154	23,816
	<u>869,782</u>	<u>791,343</u>

The average number of persons employed by the charity during the year was as follows:

	No.	No.
Administration	16	14
Academic	20	23
	<u>36</u>	<u>37</u>

The number of higher paid employees was:

	2018 No.	2017 No.
In the band £90,001 - £100,000	0	1
In the band £100,001 - £110,000	1	0

9. Tangible fixed assets

	Short leasehold property £	Furniture and equipment £	Total £
Cost			
At 1 July 2017	25,050	61,219	86,269
Additions	-	3,981	3,981
Disposals	-	(36,260)	(36,260)
At 30 June 2018	<u>25,050</u>	<u>28,940</u>	<u>53,990</u>
Depreciation			
At 1 July 2017	14,669	58,312	72,981
Charge for the year	2,188	4,235	6,423
On disposals	-	(36,260)	(36,260)
At 30 June 2018	<u>16,857</u>	<u>26,287</u>	<u>43,144</u>
Net book value			
At 30 June 2018	<u>8,193</u>	<u>2,653</u>	<u>10,846</u>
At 30 June 2017	<u>10,381</u>	<u>2,907</u>	<u>13,288</u>

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Notes to the financial statements
for the year ended 30 June 2018**

10. Debtors

	2018	2017
	£	£
Other debtors	4,046	6,077
Prepayments and accrued income	536,943	467,166
	540,989	473,243

11. Creditors: Amounts falling due within one year

	2018	2017
	£	£
Amounts owed to connected charities	21,508	11,366
Other taxation and social security	17,273	18,309
Other creditors	22,972	22,381
Accruals and deferred income	111,306	64,952
	173,059	117,008

**Notes to the financial statements
for the year ended 30 June 2018**

12. Financial instruments

	2018 £	2017 £
Financial assets measured at amortised cost	<u>4,046</u>	<u>6,077</u>
Financial liabilities measured at amortised cost	<u>153,924</u>	<u>95,461</u>

Financial assets measured at amortised cost comprise of other debtors.

Financial liabilities measured at amortised cost comprise of amounts due to connected charities, other creditors and accruals.

13. Reconciliation of net movement in funds to net cash flow from operating activities

	2018 £	2017 £
Net expenditure for the year (as per Statement of Financial Activities)	(108,606)	(161,618)
Adjustment for:		
Depreciation charges	6,423	6,335
(Increase)/decrease in debtors	(67,748)	161,526
Increase in creditors	56,053	19,725
Net cash (used in)/provided by operating activities	<u>(113,878)</u>	<u>25,968</u>

14. Analysis of cash and cash equivalents

	2018 £	2017 £
Cash in hand	<u>255,563</u>	<u>373,422</u>
Total	<u>255,563</u>	<u>373,422</u>

15. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund and the charge for the year amounted to £28,154 (2017 - £23,816).

IES London, The London Centre of the Institute for the International Education of Students (Illinois) Limited

(A company limited by guarantee)

**Notes to the financial statements
for the year ended 30 June 2018**

16. Operating lease commitments

At 30 June 2018 the total of the charity's future minimum lease payments under non-cancellable operating leases was:

	2018 £	2017 £
Amounts payable:		
Within 1 year	1,604,426	1,603,343
Between 1 and 5 years	609,940	1,407,535
	<u>2,214,366</u>	<u>3,010,878</u>

17. Connected Charities and Ultimate Controlling Party

The Institute for the International Education of Students based in Chicago, was founded as Institute for European Studies in the USA in 1950 as a private, non-profit educational institution sponsoring collegiate study programmes in Europe. As at 30 June 2018 there were more than 129 academic programs located in Europe, Asia, South America, Australia, New Zealand and Africa, including a centre in London.

The London Centre of the Institute for the International Education of Students (Illinois) Limited is a company incorporated in the United Kingdom and limited by guarantee. During the year, it received tuition and student housing fees of £5,255,815 (2017 - £4,866,078) from the Institute for the International Education of Students of 33 W. Monroe St, Suite 2300, Chicago, Illinois 60603-5405, USA, which is considered to be the ultimate controlling party.

At 30 June 2018, the charity owed £21,508 (2017 - £11,366) to the Institute for the International Education of Students in Chicago in respect of expenses that had been paid on behalf of the charity.

The Institute for the International Education of Students in Chicago has undertaken to provide adequate support to finance the company's operations.