

Fremdsprachenforum

Lindenstr.19, 50674 Köln Tel.: 0221/ 258 22 11 Fax: 258 21 76
Mail: fsf@fremdsprachenforum.de – Internet: www.fremdsprachenforum.de

Courses 2011 in German

1.) Group Courses Intensive

offered according to student's level

Course 1 Beginners A1 Duration: 2 months

Textbook: Lagune 1, Verlag Hueber

Course 2 Beginners A2 Duration: 2 months

Textbook: Lagune 2, Verlag Hueber

Course 3 Intermediate B1 Duration: 4 months

Textbook: Lagune 3, Verlag Hueber // Zertifikat Deutsch, Prüfungsbuch, Cornelsen

Course 4 Intermediate B2 Duration: 4 months

Textbook: Barthel 1, Mittelstufe, Kursbuch, Fabouda Verlag

Course 5 Superior C1 Duration: 4-6 months

Textbook: Barthel 2, Mittelstufe, Kursbuch, Fabouda Verlag

DSH & Studienvorbereitung, Fabouda Verlag // „Auf neuen Wegen“ Verlag Hueber

All courses are **Intensive Courses in small groups** and meet as follows:

5 - 12 students, Monday to Friday, morning and afternoon courses = 20 lessons per week

Starting Dates:

2011: 10.01 / 07.02 / 08.03 / 04.04 / 02.05 / 06.06 / 04.07 / 01.08 / 05.09 / 04.10 / 31.10 / 28.11

Course Fees:

One-time registration fee € 25,- // 1 week = € 70,- // 1 month = € 240,-

2 months = € 420,-. From the 3rd. month: course fee = 210,- € per month

Duration	Discount price by paying in advance	Total price by payment monthly
3 months	€ 598,-	€ 660,-
4 months	€ 798,-	€ 840,-
5 months	€ 945,-	€ 1050,-
6 months	€ 1134,-	€ 1260,-
7 months	€ 1323,-	€ 1470,-
8 months	€ 1428,-	€ 1680,-
9 months	€ 1606,-	€ 1890,-
10 months	€ 1785,-	€ 2100,-
11 months	€ 1963,-	€ 2310,-
12 months	€ 2142,-	€ 2520,-

Each additional month = € 160,- monthly

2.) Private Courses

Individual intensive courses: Course Fee: € 500, noregistration fee.

25 private lessons (45 min. each) within a maximum 8 -week period. Lessons are scheduled Monday to Friday, 8.30 a.m. to 9 p.m., by arrangement with the instructor.

For further courses and informations please see our sheet "course offer"

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Contract for German group course 2011

Surname:

Sex: Female

Name:

Male

Nationality:

Date of birth

Address:

:

How do you know FSF:

Tel.:

handy.:

Beginners A1a

Textbook: : Lagune 1, A1 Huebervlag

Beginners A2a

Textbook: Lagune 2, A2 Huebervlag

Intermediate B1a/b

Textbook: Lagune 3, B1 Huebervlag

Intermediate B2 a/b

Textbook: Barthel 1, Fabouda Verlag

Advanced C1ab

Textbook: Barthel 2, Fabouda Verlag

Beginners A1b

Textbook: Lagune 1, A1 Huebervlag

Beginners A2b

Textbook Lagune 2, A2 Huebervlag

Intermediate B1c/d

Textbook: Zertifikat Deutsch, Prüfungsbuch, Cornelsen

Intermediate B2 c/d

Textbook: Barthel 1, Fabouda Verlag

Advanced C1

Textbook: Auf neuen Wegen“ Verlag Hueber

DSH & Studienvorbereitung, Fabouda

Starting date:

Duration of the course: month/s. One month course lasts 4 weeks.

Number of lessons: 5-12 students = 20 lessons a week, morning or afternoon.

The course fee has to be paid in advance.

Course fee: € 240,- per month (= 4 weeks) by payment monthly

New students have to pay the one-time registration fee of € 25

Students taking several months can save money by paying in advance:

2 Months = € 420 + 25 registration fee = Total price **€ 445**

3 Months = € 598 + 25 registration fee = Total price **€ 623**

4 Months = € 798 + 25 registration fee = Total price **€ 823**

5 Months = € 945 + 25 registration fee = Total price **€ 970**

6 Months = € 1134 + 25 registration fee = Total price **€ 1159**

7 Months = € 1323 + 25 registration fee = Total price **€ 1348**

8 Months = € 1428 + 25 registration fee = Total price **€ 1453**

9 Months = € 1606 + 25 registration fee = Total price **€ 1631**

10 Months = € 1785 + 25 registration fee = Total price **€ 1810**

11 Months = € 1963 + 25 registration fee = Total price **€ 1988**

12 Months = € 2142 + 25 registration fee = Total price **€ 2167**

.....**additional Months at € 160 each = €.....**

The student has knowledge about the general business conditions for German courses.

Special agreements:

Cologne, date:

Student's signature

Office signature

1.Time of extension: ...month, price:

€ in ... instalments. date:

student's signature:

2.Time of extension: ...month, price:

€ ininstalments. date:

student's signature:

3.Time of extension: ...month, price:

€ ininstalments. date:

student's signature:

Commerzbank Köln, BLZ 370 800 40, Konto Nr. 0464552200, Fremdsprachenforum

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Informations for the student

1. To obtain *the visa for learning or studying in Germany*, you have required registering for a German course. For a contract it is necessary to pay a deposit. If the visa is not given, you can cancel the contract before the course begins and the amount will be refunded : (all prices are in €)

Duration of the course	Course fee	Amount of deposit	withdraw when the contract is cancelled	Repayment by cancellation before the course begins
3 months	598 + 25	623	-150	473
4 months	798 + 25	623	-150	473
5 months	945 + 25	623	-150	473
6 months	1134 + 25	623	-150	473
7 months	1323 + 25	623	-150	473
8 months	1428 + 25	623	-150	473
9 months	1606 + 25	623	-150	473
10 months	1785 + 25	623	-150	473
11 months	1963 + 25	623	-150	473
12 months	2142 + 25	623	-150	473

- 2) Please fill out the group course contract, indicate exactly the duration of the course and send it to us per post or per fax.
- 3) Transfer the deposit to our bank account, so we can send to you the certification that you're registered for a German course.
- 4) With this certification you can apply for a resident visa at the German Embassy.

For example: you would like to attend a German course for 6 months at our school. Mark with a cross the 6 month course contract, total price is 1134 €. Send us back the contract and deposit (as it has been mentioned before) the amount of 623 € to our account. As soon as we receive the transfer and the contract, we will send to you the certification, with which you should go to the German embassy.

Attention. The German embassy needs other certifications that don't depend on the school. If you don't receive the visa, you will get your deposit back except the cancellation fee 150 €, so you will receive 473 € back

Bank adress: Commerzbank Köln 50667 Köln, Unter Sachsenhausen 5-7
BIC/SWIFT CODE: DRES DE FF370
IBAN: DE89 37080040 0464552200
Bank Number: 37080040 Account Number: 0464552200
Account Name: Fremdsprachenforum

General Business Conditions for German Group Courses.

- 1). The course fee includes the cost of the lessons, the rooms, and administration. In addition we make a single charge of 25 €. (This is for photo copies, certificates, tests and diplomas). Students must supply their own text books.
- 2). On registration for a course there is a deposit of 125 € to be paid. This will be offset against the last instalment due to be paid. The deposit guarantees the student a place on the desired course as long as the conditions at clause 5 are satisfied. This is not valid if the participant fails to appear at the start of the course.
- 3). Participants in German courses must pay the first instalment before the course begins. Payment of the next course is due at the start of the fourth week's tuition.
- 4). A course month is four weeks long, not a calendar month. Lessons lost due to bank holidays are not usually substituted, only when more than two fall in the same month.
- 5). If there are too few students to form a group, the student has the right to have single lessons for the same price but for a reduced number of hours. If a group course has less than four people, the weekly tuition time will be reduced on grounds of the higher effectiveness of small groups: 4 people 12 teaching hours & 3 people 8 teaching hours.
- 6). A termination of contract during the contract time (i.e. the period between the signing of the contract and the fulfilment of that contract by Fremdsprachenforum) is not possible. Fremdsprachenforum is only prepared to agree to a termination by the student in the following cases:
 - 1). Refusal of a visa.
 - 2). Death.
 - 3). Illness.
 - 4). Pregnancy.
 - 5). Removal to a distant place.In these cases you have to pay a cancellation fee: the amount of the fee is 20% of the total course price, minimum 125,-€. In case of the abovenamed grounds for termination, they are to be confirmed with the appropriate documents. For example, the refusal of a visa (1) should be confirmed with the official notification of the German embassy from the appropriate country, or a doctor's certificate (3&4). If the termination is accepted by Fremdsprachenforum, we will refund the following from the deposit already paid. Please read about our paper about information for the student.

Should the participant not wish to give notice, but postpone the beginning of the course, this is possible on condition that we are informed at least one week before the originally planned beginning of the course. If the participant or representative does not inform us in advance in cases such as the one above, they will be regarded as absent and then the monthly fee (240,-) will be offset against the deposit. Please make a note of the name of the person you speak to as well as the date and the time to avoid later misunderstandings. The period of notice is four weeks. There are no legal grounds of appeal against this.
- 7). On request, we will supply a confirmation of registration for people who need proof of their reason for staying in Germany to obtain a visa. Please read our information paper for student about deposit amount for visa.

If the participant is not in Germany at the time the contract is signed, a representative can take over the registration. This person's signature obliges them to take over responsibility for the payment of all fees on the signed form.

We emphasise strongly that the contract is binding for all courses.
- 8). If a participant in a group course does not take part one or more times in a lesson, they have no right to be compensated.
- 9). All courses lead, when not otherwise contractually agreed, (e.g. DSH-examination), to preparation for the exam for Foreign Language Secretary for the IHK (Chamber of Trade). For special courses, (e.g. private study or company courses) we have to include VAT (19%) in the bill.
- 10). We accept no responsibility for courses which take place outside the school at the student's wish.

Cologne, December 2009

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