

## Conditions (valid from 2011-08-01)

### 1. General requirements

Course participants have to be at least 14 years of age.

### 2. Terms of payment

Upon application, the course participants will receive a confirming invoice. This invoice will state the date by which payment of fees is due in full. In case that the fees do not arrive on time the applicant can be cancelled from the registration list. Hermann-Hesse-Kolleg reserves the right to claim full payment in such cases. A deposit of 200 € is part of the enrolment.

### 3. Fees

The contractually binding fee is the fee stated in the price list current at the time of application which is attached to this enrolment form. This pricelist is published on our website. A fee of 40 € is charged for each change of booking. Any and all bank fees or other charges due in conjunction with payment of the course fees are to be paid by the participant.

### 4. Cancellation

In case of withdrawal from a course the following conditions shall apply:

- 4.1. Withdrawal 4 weeks before beginning of the course is the deposit of 200 €.
- 4.2. Withdrawal 14 days before beginning of the course is 30% of the invoiced amount.
- 4.3. Withdrawal 3 days before beginning of the course is 50% of the invoiced amount.
- 4.4. Withdrawal less than 72 hours before beginning of the course is 100% of the invoiced amount.

4.5. In case that a student is not able to take part in a course either partly or totally for personal reasons (e.g. official or personal duties etc.) the already paid fees are not refundable.

4.6. We recommend what insurance for reimbursement of travelling expenses be taken out either in your country.

4.7. Cancellation of any booked accommodation services shall be possible only up to four weeks before the start of the course. Hermann-Hesse-Kolleg shall be eligible to full payment of accommodation for any cancellations made after this point of time.

### 5. Arrival

Participants unable to arrive by scheduled arrival date are required to notify as soon as possible before the beginning of the course. If such notification is not received, Hermann-Hesse-Kolleg reserves the right to reallocate the place to another applicant. In this case the participant is still responsible for full payment of the invoiced fees.

### 6. Course level assignment/group size

The placement in a particular course level is based on the results of the placement test which is carried out the first day. Hermann-Hesse-Kolleg reserves the right to assign at the first or next day. The day of placement depends on the number of new participants.

### 7. Internship

Hermann-Hesse-Kolleg arranges an interview in an appropriate company. If this interview is passed is decided by the company. Hermann-Hesse-Kolleg can provide conditions only, there is no guarantee for a successful work placement arrangement, depending on personal aptitude and professional qualification. The arrangement fee is 450 EUR, including four hours preparatory course "German for professional purposes".

### 8. Saturday excursion

For each Saturday we offer a whole day excursion. The participation is voluntary. If there are less than three registrations the excursion will be cancelled. A financial refund is excluded, even by voluntary or other based abandonment.

### 9. Accommodation

Hermann-Hesse-Kolleg provides accommodation for the participants depending on their wishes. For all types of accommodation we charge 40 € for accommodation service. The participant will get the address of the accommodation after we have received the full amount of the invoice.

### 10. Responsibilities of the participants

It is the responsibility of the course participants to ensure that his or her stay in Germany is legal. Hermann-Hesse-Kolleg assumes that the participants have got the right visa. Participants with less than 3 weeks course duration only can receive a confirmation of participation (no qualified certificate). Participants who have been missing lessons more than 25% of the booked amount will not get a qualified certificate.

### 11. Liabilities of Hermann-Hesse-Kolleg

The liability for damage and legal responsibility of Hermann-Hesse-Kolleg and its employees is limited to intent and negligence. Neither Hermann-Hesse-Kolleg nor its employees are liable for the cancellation of its services due acts of God, industrial action, reasons due to the negligence of parties other than Hermann-Hesse-Kolleg or otherwise unacceptable reasons.

### 12. Right to privacy

The participants knowingly allow electronic data processing and memorising their dates in Hermann-Hesse-Kolleg's data base.

### 13. Legal domicile

The Jurisdiction for the contract shall be Germany and German law shall apply. The legal domicile is Horb am Neckar, Germany.

## Preise 2011 Prices 2011

| Big Package |         |       |          | Small Package |         |       |          |
|-------------|---------|-------|----------|---------------|---------|-------|----------|
| weeks       | weeks   | weeks | weeks    | weeks         | weeks   | weeks | weeks    |
| 1           | 385 €   | 14    | 5.159 €  | 1             | 343 €   | 14    | 4.571 €  |
| 2           | 761 €   | 16    | 5.872 €  | 2             | 677 €   | 16    | 5.200 €  |
| 3           | 1.135 € | 20    | 7.282 €  | 3             | 1.009 € | 20    | 6.442 €  |
| 4           | 1.508 € | 24    | 8.669 €  | 4             | 1.340 € | 24    | 7.661 €  |
| 5           | 1.879 € | 26    | 9.355 €  | 5             | 1.669 € | 26    | 8.263 €  |
| 6           | 2.249 € | 28    | 10.034 € | 6             | 1.997 € | 28    | 8.858 €  |
| 7           | 2.618 € | 32    | 11.377 € | 7             | 2.324 € | 32    | 10.033 € |
| 8           | 2.985 € | 36    | 12.698 € | 8             | 2.649 € | 36    | 11.186 € |
| 10          | 3.715 € | 40    | 13.995 € | 10            | 3.295 € | 40    | 12.315 € |

Wohnungsvermittlungsgebühr Accommodation service charge 40 €

Praktikavermittlung, inklusive 4 Stunden Deutsch für den Beruf (nur in Verbindung mit mind. 8 Wochen Deutschkurs)

Internship arrangement incl. German for professional purposes (preparatory course, available only by booking a minimum 8 weeks German intensive course)

450 €

Zusätzlich 4 x 3 Std. Prüfungsvorbereitung (telc A1, A2, B1, B2, C1 oder TestDaF, WiDaF)

Additional 4 x 3 exam preparation lessons (telc A1, A2, B1, B2, C1 oder TestDaF, WiDaF)

120 €

Wir verfügen über WLAN (wireless local area network). Sie können bei uns mit Ihrem Notebook jederzeit ins Internet. Bitte prüfen Sie, ob Ihr Computer für drahtlosen Internet-Datenverkehr eingerichtet ist. Dies ist ein kostenloser Service des Hermann-Hesse-Kollegs.

We provide WLAN to connect to the internet with your notebook. Please check your computer if it's ready for this purpose. This is a free service provided by Hermann-Hesse-Kolleg.

Das Hermann-Hesse-Kolleg weist darauf hin, dass die Kursteilnehmer für Schäden aller Art, die sie verursachen, selbst verantwortlich sind. Hermann-Hesse-Kolleg points out that course participants are held responsible for any damage they have caused.

Die mir ausgehändigten Teilnahmebedingungen erkenne ich als verbindlich an.

I understand that the conditions of enrolment are binding.

Datum Date

Unterschrift Signature

### Bankverbindung (international) Banking details (international)

Beneficiary: Günter Ost, Hermann-Hesse-Kolleg

Receiving bank: Deutsche Bank Tübingen, Am Lustnauer Tor 1

IBAN: DE07 6407 0024 0104 7455 01

BIC (SWIFT-Code): DEUTDE33HAN

National: Kontonummer: 104745501, Bankleitzahl (BLZ): 64070024

## Kursbeginnndaten 2011 Starting dates 2011

### Ankunft ist in der Regel der Sonntag vor Kursbeginn

Arrival day usually is Sunday before the beginning of the course

### Ab Stufe A1 aufwärts Upwards from level A1

Geringe Vorkenntnisse erforderlich! Prior knowledge is mandatory!

Ab dem 3. Januar 2011 jeden Montag. From January 3<sup>rd</sup> 2011 every Monday.

### Nur für absolute Anfänger

Only for absolute beginners

(dd.mm.)

17.01./07.03./09.05./04.07./01.08./05.09./24.10/07.11.



Zur Prüfung "Wirtschaftsdeutsch als Fremdsprache" (in Zusammenarbeit mit der Deutsch-Französischen Industrie- und Handelskammer Paris) melden Sie sich direkt im Hermann-Hesse-Kolleg an.



Die Anmeldung zur Prüfung geschieht online ([www.testdaf.de](http://www.testdaf.de)).

Geben Sie als Prüfungsort Horb ein und folgen Sie den Anweisungen auf dem Bildschirm.

Anmeldungen oder Abmeldungen außerhalb der Anmeldefristen werden vom TestDaF-Institut nicht berücksichtigt. Bei Abmeldungen nach der Anmeldefrist wird das Prüfungsentgelt nicht zurückerstattet.

Bitte erkundigen Sie sich bei uns nach Prüfungsvorbereitungskursen, Prüfungsordnung, Anmeldeformulare und andere wichtige Informationen finden Sie unter [www.testdaf.de](http://www.testdaf.de).

Bei unserem Partner können Sie nach dem telc-Standard alle anderen Sprachprüfungen ablegen.

Bitte erkundigen Sie sich bei uns nach den Prüfungsterminen.

Please inquire about exam dates. You can take all other exams at our partner institution.

