

§ Terms and conditions

1. Participants in our courses must be at least 18 years of age.
2. If the minimum number of participants stated in the brochure is not reached, the course cannot take place. In that case Sprachforum reserves the right to present a modified course offer. Group tutorials cancelled as a result of holidays are not repeated; one-to-one tutorials that are cancelled are held at another time, before or after the original date.
3. Students are obliged to pay the fee applicable at the beginning of the course. Bank charges arising from payment of course fees must be borne by the student. If a student wishes to take the final examination at a date other than the date fixed by Sprachforum, an extra fee of 70,- € will be charged.
4. Cancellation: If a student cancels a course, the course fee paid can only be refunded if the student observes certain deadlines when submitting his or her cancellation. The cancellation note has to be submitted in writing. The following fees will be retained for each course:
Cancellation up to 14 days before the start of the course: 90,- €
Cancellation up to 7 days before the start of the course: 140,- € + 140,- € for the accommodation
After that no refund is possible.
5. Postponing of courses: if a student postpones a course which had already been booked, the following deadlines and fees apply for each course:
Postponing up to 14 days before the course: no fees
Postponing up to 7 days before the course: 140,- € for the accommodation
Postponing up to 1 day before the course: 140,- € (+ 140,- € for the accommodation)
6. If a student who has made only the advance payment does not appear in class until the second day of the course without being excused, Sprachforum has the right to give the course place to another student. Once paid, course fees are non-refundable. If a student fails to appear, the total fee for the course and for the accommodation has to be paid.
7. If a student is unable to complete or attend a course for personal reasons (e.g. illness, difficulties with the residence permit, professional or private obligations), he/she is neither entitled to a reimbursement of course fees nor to the participation in a language course at a later date.
8. The accommodation arranged by Sprachforum will be made available to the students for the duration of the course only. If a participant occupies the accommodation after the course has ended, Sprachforum will charge a monthly fee as compensation.
9. The price for accommodation must be paid for the total duration of your stay there. After the course start, no refund is possible. (see terms and conditions § 4 and 5).
10. Neither Sprachforum Heinrich Heine nor the host families assume liability for accidents, illness or the loss/theft of valuables. We recommend taking out appropriate insurance policies before you travel.

Place of venue: Düsseldorf.

Status: January 2010

One to One classes

Do you need One-to-one classes?

In one-to-one classes you decide how fast you want to learn German, when classes start and how long they take. Your previous knowledge sets the framework.

Please contact us if you would like to attend customised one-to-one classes.



If you need more information see below:

www.sprachforum.de



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IBAN-Code: DE63300501100032018004

German-Courses 2010



4-week-courses

Evening courses

Summer courses

TestDaF

The Sprachforum Heinrich Heine,

founded in 1992 by former lecturers of Düsseldorf's Heinrich Heine University, is an international language institute. Our school is a member of the professional association FaDaF (German as a foreign language) and is recognised pursuant to the German Federal Law concerning the promotion of Education and Training ("Bundesausbildungsförderungsgesetz"). Sprachforum Heinrich Heine Düsseldorf has been licenced for TestDaF examination since 2002.

OUR INSTITUTE

is situated in close proximity to Heinrich Heine University, which can be reached very easily by foot; a streetcar takes you directly from the Sprachforum to the city centre and to the central station. Our facilities are bright, furnished functionally and air-conditioned. We are a school with a very high quality standard and with an open and friendly atmosphere. We offer people from different countries and cultures places where they can get to know each other, where they can learn German together, communicate and form friendships. You will feel at home and learn a lot!

THE LESSONS

are taught by highly qualified and experienced teachers who – apart from the mandatory university education – usually have a special university qualification for German as a Foreign Language. We believe in an intercultural and communicative approach to teaching. Recent scientific findings serve as a guideline for us. But most of approach to teaching is based on the aims and needs of our students.

ACCOMMODATION

We arrange carefully selected accommodation mostly with individual but sometimes also in shared flats or families. We carefully select each room ourselves. The accommodations are no more than 45 minutes (with public transport) away from Sprachforum Heinrich Heine. Most accommodations are self-catering (the landlady's/landlords' kitchens may be used). We can offer only a few rooms with breakfast and/or half board included. Fee: 110,- € per week, no meals included. An agent's commission is already included in the fee. The whole fee for accommodation must be paid in advance. Your accommodation is only reserved for you if 50% of the course fee and 50% of the accommodation fee have arrived in our bank account at least 14 days before the start of the course. Arrival: Sunday before the start of the course, until 9.00 p.m. at latest. Departure: One day after the course has finished, until 2 p.m. at the latest.

4 - week courses

These intensive courses German as a Foreign Languages are intended for students who would like to learn German very intensively, or who want to stay in Germany for a longer period of time and/or who want to study at a German university.

Levels: A1.1 / A1.2 / A2.1 / A2.2
B1.1 / B1.2 / B2.1 / B2.2
C1.1 / C1.2

* Scale of the European Frameworks

Dates:

04.01.-29.01.2010	28.06.-23.07.2010 *
01.02.-26.02.2010	26.07.-20.08.2010 *
01.03.-26.03.2010	23.08.-17.09.2010 *
29.03.-27.04.2010	27.09.-22.10.2010
03.05.-28.05.2010	25.10.-19.11.2010
31.05.-25.06.2010	22.11.-17.12.2010

* Please see Summer courses
25 lessons per week, 100 lessons per course.

Fee: 360,- €

Including assessment test and final examination according to the European Language Certificates. **When booking two consecutive courses, only 340,- € per course. Students may join ongoing courses at any time. Fee: 105,- € x week.** If the minimum number of participants stated is not reached, the course cannot take place. In that case Sprachforum present a modified course fee: 8 - 9 students: 390,- € per course, 6 - 7 students: 420,- € per course.

Payment: 50% payment upon enrolment and 50% on the first day of class. If you book two consecutive courses, you have to pay 50% of the deposit for both courses. Should you wish accommodation, 50% of the course fee and of the accommodation fee must arrive in our bank account at least 14 days before the start of the course.

Start of course: Monday, starting with an assessment test
Time of classes: Monday to Friday either 9:00 a.m. - 13:00 p.m.
or 2:00 p.m. - 6:00 p.m.

The time will be determined by Sprachforum Heinrich Heine.

Size of groups: 10 - 15 students per course

4 - week Summer courses

The Summer Courses German as a Foreign Languages are intended for students who would like to learn German very intensively, or who want to stay in Germany for a longer period of time and/or who want to study at a German university, but also for students who want to use their vacation to learn German or to brush up and consolidate their German language skills.

Levels: A1.1 / A1.2 / A2.1 / A2.2
B1.1 / B1.2 / B2.1 / B2.2
C1.1 / C1.2

* Scale of the European Frameworks

Dates:

28.06.-23.07.2010
26.07.-20.08.2010
23.08.-17.09.2010

25 lessons per week,
100 lessons per course



Fee: 395,- €

Including assessment test and final examination according to the European Language Certificates. **When booking two consecutive courses, only 380,- € per course. Students may join ongoing courses at any time. Fee: 145,- € x week.**

If the minimum number of participants stated is not reached, the course cannot take place. In that case Sprachforum present a modified course fee: 8 - 9 students: 425,- € per course, 6 - 7 students: 455,- € per course.

Payment: 50% payment upon enrolment and 50% on the first day of class. If you book two consecutive courses, you have to pay 50% of the deposit for both courses. Should you wish accommodation, 50% of the course fee and of the accommodation fee must arrive in our bank account at least 14 days before the start of the course.

Start of course: Monday, starting with an assessment test
Time of classes: Monday to Friday either 9:00 a.m. - 13:00 p.m.
or 2:00 p.m. - 6:00 p.m.

The time will be determined by Sprachforum Heinrich Heine.

Size of groups: 10 - 15 students per course

Evening courses

The evening courses German as a Foreign Languages are intended for students who wish to learn German for everyday life or for their jobs, or who would like to brush up on their German skills and have no time during the day to attend a course.

Levels: Basic courses I, II
Intermediate level
Advanced level



Dates:

05.01.-25.02.2010	29.06.-19.08.2010
02.03.-22.04.2010	24.08.-14.10.2010
27.04.-24.06.2010	19.10.-09.12.2010

6 lessons per week,
48 lessons per course

Fee: 310,- €

Including assessment test and Certificate of attendance. **When booking two consecutive courses, only 290,- € per course.**

Payment: 50% payment upon enrolment and 50% on the first day of class.

Start of the course: Tuesday, starting with an assessment test
Times of classes: Tuesday and Thursday, 6:15 p.m. - 20:30 p.m.
Size of groups: 5 - 10 students per course

Fit for everyday life twice per week

This course actively prepares participants for their stay in Germany by learning how to use the German language in everyday life. The course is directed at participants who have little time and want to use their time as efficiently as possible. You will learn the language by applying it in everyday situations.

Times of classes: Tuesday and Thursday, 9:30 a.m. - 11:45 a.m.
or 2:00 p.m. - 4:15 p.m.

Dates and Fee see above to Evening courses.

TestDaF Examination and Preparation Courses

TestDaF - Test Deutsch als Fremdsprache / Test of German as a Foreign Language - is a language test suitable for learners of German at a high level of language proficiency (B2/C1). The TestDaF provides the universally recognised proof of the language skills required for admission to any German university. The TestDaF measures several levels of language performance: TDN (TestDaF Niveaustufen) 5, 4 und 3. Candidates fulfil the linguistic requirements for admission to any German university if they score TDN 4 in all four subtests. SPRACHFORUM HEINRICH HEINE is a licensed institut for TestDaF. During the course of a year, several TestDaF examinations are taking place.

Before making the test we recommend to visit our preparation courses to get to know and practise the test format.

Examination- Dates: Preparation- courses

10.02.2010 (Deadline: 13.01.2010)	20.01.-08.02.2010
20.04.2010 (Deadline: 23.03.2010)	26.03.-19.04.2010
08.06.2010 (Deadline: 11.05.2010)	17.05.-07.06.2010
22.07.2010 (Deadline: 22.06.2010)	02.07.-21.07.2010
25.09.2010 (Deadline: 24.08.2010)	06.09.-24.09.2010
09.11.2010 (Deadline: 12.10.2010)	18.10.-08.11.2010
12 lessons per week, 36 lessons per course	

Examination Fee: 175,- € Fee: 250,- €

Time of classes: Monday, Wednesday, Friday
09:00 - 12:30 a.m.
or 14:00 - 17:30 p.m.

Size of groups: 8 - 12 students per course