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# Terms and conditions

- Participants in our courses must be at least 18 years of age.
- 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. There is no claim to refund of reservation charges for tickets or the like.
- 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 50,- € will be charged.
- 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.
- 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)
- 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.
- 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.
- 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.
- 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).
- 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 2012



If you need more information see below:

[www.sprachforum.de](http://www.sprachforum.de)



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Bankcode: 300 501 10  
Account Nr.: 100 58 33 007  
Swift-Bic: DUSSDEDD  
IBAN-Code: DE58300501101005833007

## German-Courses 2012



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 e. V. (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. To people from different countries and cultures we offer a place 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 individuals but sometimes also in shared flats or families. We carefully select each room ourselves. The accommodation is no more than 45 minutes (with public transport) away from Sprachforum Heinrich Heine. Most accommodations are self-catering (the landlady's/landlord's kitchen 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 21:00 at latest. Departure: One day after the course has finished, until 14:00 at the latest.

## 4 - week courses

These intensive courses German as a Foreign Language 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:

02.01.-27.01.2012	02.07.-27.07.2012*
30.01.-24.02.2012	30.07.-24.08.2012*
27.02.-23.03.2012	27.08.-21.09.2012
26.03.-24.04.2012	24.09.-19.10.2012
30.04.-25.05.2012	22.10.-16.11.2012
29.05.-26.06.2012	19.11.-14.12.2012

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

### Fee: 380,- €

Including assessment test and final examination according to the European Language Certificates. **If booking two consecutive courses, only 360,- € per course. Students may join ongoing courses at any time. Fee: 110,- € per week.**

**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  
**Times of classes:** Monday to Friday either 9:00 - 13:00  
or 14:00 - 18:00

The times 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 Language 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.

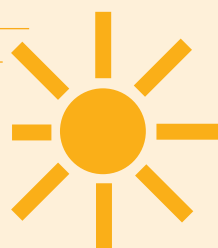
**Levels\*:** A1.1 / A1.2 / A2.1 / A2.2  
B1.1 / B1.2 / B2.1 / B2.2  
C1.1 / C1.2

\* Scale of the European Frameworks

### Dates:

02.07.-27.07.2012
30.07.-24.08.2012

25 lessons per week,  
100 lessons per course



### Fee: 400,- €

Including assessment test and final examination according to the European Language Certificates. **If booking two consecutive courses, only 385,- € per course. Students may join ongoing courses at any time. Fee: 120,- € per week.**

**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.

According the summer courses we are offering field trips, which can be booked in Düsseldorf. Entrance fees and fares are not included.

**Start of course:** Monday, starting with an assessment test  
**Times of classes:** Monday to Friday either 9:00 - 13:00  
or 14:00 - 18:00

The times will be determined by Sprachforum Heinrich Heine.

**Size of groups:** 10 - 15 students per course

## Evening courses

The evening courses German as a Foreign Language 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:** A1, A2,  
B1, B2  
und C1



### Dates:

10.01.-01.03.2012	21.08.-11.10.2012
13.03.-08.05.2012	23.10.-18.12.2012
22.05.-17.07.2012	

6 lessons per week,  
48 lessons per course

### Fee: 320,- €

Including assessment test and Certificate of attendance. **If booking two consecutive courses, only 300,- € 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, 18:15 - 20:30

**Size of groups:** 5 - 12 students per course

## 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.

We will be glad to arrange courses for groups of 2 - 5 students.

## 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 generally accepted 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 and 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 institute for TestDaF. During the course of a year, several TestDaF examinations are taking place.

Before entering the test we recommend to visit our preparation courses to practise and to become familiar with the test format.

### Examination- Dates: Preparation- courses

09.02.2012 (Deadline: 12.01.2012)	16.01.-03.02.2012
26.04.2012 (Deadline: 29.03.2012)	30.03.-23.04.2012
14.06.2012 (Deadline: 17.05.2012)	21.05.-11.06.2012
18.07.2012 (Deadline: 20.06.2012)	18.06.-13.07.2012
20.09.2012 (Deadline: 23.08.2012)	29.08.-17.09.2012
13.11.2012 (Deadline: 16.10.2012)	24.10.-12.11.2012
12 lessons per week, 36 lessons per course	

### Examination Fee: 175,- € Course Fee: 250,- €

**Times of classes:** Monday, Wednesday, Friday  
09:00 - 12:30 or 14:00 - 17:30

**Size of groups:** 5 - 12 students per course