

## Intensive Group Courses in German

(This information is also available in German and French – please contact us as on tel. +41 61 278 99 33 or sprachkurse@inlingua-basel.ch).

### Schedule: 20 lessons per week, daily Monday to Friday for 8 weeks

We offer intensive group courses consisting of 20 lessons per week at all levels. Each course lasts 8 weeks and covers one level. All students are tested every four weeks.

08.45 – 09.25	1 <sup>st</sup> lesson
09.30 – 10.10	2 <sup>nd</sup> lesson
10.25 – 11.05	3 <sup>rd</sup> lesson
11.10 – 11.50	4 <sup>th</sup> lesson
afternoons	self-study / homework

We teach standard / high German in our courses.

### Maximum 10 persons per group

Intensive groups have a minimum of 4 and a maximum of 10 students. For quality reasons we never allow more than 10 persons in one intensive group. We reserve the right to postpone or cancel courses in the event that the minimum number of students is not found before the start date of the course.

### Experienced trainers

Our German trainers are university trained educators who possess demonstrable experience and skill in the teaching of German as a foreign language. They practice the inlingua method, which means that the course is conducted entirely in the target language and the students do most of the talking. Each course has one teacher from 08.45 till 10.10, and another teacher from 10.25 till 11.50.

### Activities

Once a week, inlingua organises an activity or excursion in the afternoon, led by one of our teachers. All participants of the German intensive and semi-intensive courses are invited to participate. Participation is free of charge (except entry fees if demanded). Students who are interested in attending should register at the reception by 4:00 p.m. on the working day before. The activity only takes place if three or more students have signed up.

## Your progress in German

Level	Number of weeks required for learners without previous knowledge	Materials / Objective
A1-A2 (Elementary)	8	inlingua "Deutsch 1"
B1 (Lower Intermediate)	16	inlingua "Deutsch 2"
B2 (Upper Intermediate), part 1	24	inlingua "Deutsch 3"
B2 (Upper Intermediate), part 2	32	B2 level materials
C1 (Advanced), part 1	40	C1 level materials
C1 (Advanced), part 2	48	C1 level materials

## Course dates 2010

Absolute beginners must choose one of the dates listed below and start on the official first day of the course. Students with some knowledge of German must do a placement test in order to be placed in a group which best suits their level. Although it is recommended that students with knowledge of German also start their course on the official first day of the course, they may be allowed to start later under special circumstances.

First day	Last day	Holidays (makeup days included)
24. January	25. March	no class during 'Fasnacht' week (14 – 18 March)
4. April	10. June	No course in the 16 <sup>th</sup> and 17 <sup>th</sup> week (Easter) and on the 2 <sup>nd</sup> and 3 <sup>rd</sup> of June (ascension) make-up appointments for these 2 days as follows, always from 14:00 till 17:00: 19 <sup>th</sup> of May and 26 <sup>th</sup> of May.
20. June	8. August	No course on the 1 <sup>st</sup> August (Swiss national holiday). Make-up appointment on the 4 <sup>th</sup> of August from 14:00 – 17:00.
22. August	14. October	None
24. October	16. December	None

All courses begin on a Monday. Courses normally end on the Friday of the eighth week, but may carry over into the ninth week if local or legal holidays have to be made up (see above).

In case a group does not have the minimum number of registrations, the start date will be postponed by one, or, at most, two weeks. The end date is then correspondingly later. If within two weeks of the originally planned start date the minimum number of students is not reached, the course will be postponed to the next official start date.

## Placement test

If you already have some knowledge of German, we will be happy to send you a written placement test. It is free of charge and does not obligate you to register for one of our courses.

## Internet

Two computers are provided at no charge for e-mailing and internet surfing.

## Price

Number of weeks	Cost per week
4 to 7	CHF 370.00
8 to 15	CHF 350.00
16 to 23	CHF 330.00
24 to 40	CHF 320.00

Materials are not included in the course fees (CHF 100.- to CHF 160.- per course).

The course fee must be paid in advance in order for the prices above to apply. If the course fee is paid in instalments, the price is determined according to the number of weeks paid for in each instalment.

## Payment terms

Your course must be paid in full at least 14 days before the start of the course in order for us to guarantee you a place in the course. If you are not yet in Switzerland and cannot pay in person, you must pay the fees so that they reach us by 14 days before the start of the course. You can pay by international bank transfer. Our bank details can be found on every invoice.

## Missed classes

Missed classes cannot be made up for. However, you can contact our Front Office after 12 p.m. in order to find out what was covered in class that morning and what homework was assigned.

## Withdrawal from courses

Course cancellations require notification to inlingua Basel in writing (fax, letter, e-mail). For deadlines, the date that inlingua Basel receives notification of withdrawal is relevant. The fee for course materials is non-refundable once the materials have been handed out.

### Withdrawal from the course up to 14 days before the start date:

You will receive full reimbursement of paid-in fees.

### Withdrawal from the course 13 days before the start date, or later:

You will receive reimbursement of paid-in fees, less a CHF 300.- processing fee.

### Withdrawal from the course after the course has begun:

You will be charged for all lessons attended, plus a CHF 300.- processing fee.

The remaining credit balance above will be refunded within 30 days, or may be kept on balance for participation in a later course (up to one year from the first day of the interruption).

## Visas

Students wishing to obtain a student visa to learn German in Switzerland must apply through the Swiss embassy in their home country. Allow at least two to three months before the first day of the course when applying for a visa. inlingua Basel will provide a letter of confirmation of registration to you upon payment of a CHF 1000.- deposit. Once the visa is issued, you must notify inlingua. We will then reserve a place in a course for you and send you the invoice, less the deposit. If the visa request is denied, your deposit will be refunded to you less a processing fee of CHF 300.-.

## Accommodation

We do not arrange accommodation in connection with our German intensive courses.

## How to register

If possible, please arrange a personal consultation with one of our study consultants in order to discuss the details of your course. You can also send us the registration form (p. 5) by fax or post, or you can send us an e-mail with the corresponding information. We will first provisionally confirm your registration by e-mail and then send you a letter of confirmation including the terms and conditions, a German placement test (if you already have some knowledge of German), and the invoice, by regular post. At any time during this process, please feel free to contact us with your questions and concerns.

## Registration Form for German Intensive Courses

Surname: \_\_\_\_\_

First name: \_\_\_\_\_

Nationality: \_\_\_\_\_

Address in Switzerland: \_\_\_\_\_

Home & mobile number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Place and date of birth: \_\_\_\_\_

I need a registration confirmation in order to apply for a visa.  yes  no

I enrol for the following course(s):

<input type="checkbox"/> A1-A2 (Elementary)	from _____	till _____
<input type="checkbox"/> B1 (Lower Intermediate)	from _____	till _____
<input type="checkbox"/> B2 (Intermediate), part 1	from _____	till _____
<input type="checkbox"/> B2 (Intermediate), part 2	from _____	till _____
<input type="checkbox"/> C1 (Advanced), part 1	from _____	till _____
<input type="checkbox"/> C1 (Advanced), part 2	from _____	till _____

Sub-total: \_\_\_\_\_ weeks CHF \_\_\_\_\_

+ Materials CHF \_\_\_\_\_

Total: CHF \_\_\_\_\_

**Please note:** If the minimum number of participants is not reached, a course will not be run.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Please return this form to inlingua Basel, Dufourstrasse 50, 4052 Basel, or by fax to +41 61 278 99 30.**