

University Preparation German Language Course for Academics 2009

Please send to EURASIA Institute, Obentrautstr. 72, D-10963 Berlin, Germany e-mail: admissions@eurasia-institute.com / FAX: +49-30-86398371

Personal Details		AGENT		EURASIA ID:		Passport photo Please send 3 colour photos with your application form
Family Name			First Name			
Date of Birth	□□/□□/□□□□	Sex	Age	Title		
Address						
E-mail			Postcode □□□□□□			
TEL □□□□-□□□□□□□□			FAX □□□□-□□□□□□□□			

Please answer the following questions!

What is your highest academic degree?	Which city / university would you like to study in?
What do you want to study in Germany? 1. _____ 2. _____	
When do you want to begin your German course? ____ / ____ / 20 ____	

1. Begin your Application for University Studies in Germany	X
EURASIA Institute Application Fee	100 € X
Courier fee for one parcel (for secure transportation of your documents)	55 € X
University Offer Application Fee	195 € X

2. Choose your Pre-University Course		X
Academic Intensive - 6 months	for university candidates with A1 or A2 German level	3950 €
Academic Intensive - 4 months	for university candidates with A2 or B1 German level	2950 €
Academic Intensive - 2 months	course for university candidates with B1 or B2 German level	1950 €

- Included in tuition fees:**
- Placement test and certificate
 - Tuition fees for 24 lessons / week of 45 minutes + controlled self-study for 6 hours / week
 - All course materials and internal exam fees
 - Activities programme - not including entry fees or transport
 - University placement counselling

4. Insurance		X
Health, Accident & Liability Insurance - 50 € per month <small>(obligatory when accommodation is booked – please mark on the right)</small>	50€ x ____ months	_____ €

5. Choose your Accommodation Programme		X						
Low-budget accommodation and Post-arrival support package: <ul style="list-style-type: none"> • Accommodation in a host family or student residence • Airport transfer to accommodation • Professional Assistance with the public formalities in Germany • Option to stay as a private tenant (270-300€ monthly rent) <small>Note: A returnable deposit of 300€ is charged extra</small>	1 month	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">Host family</td><td style="width: 50%;"></td></tr> <tr><td>Student residence</td><td></td></tr> </table>	Host family		Student residence		995 €	
	Host family							
	Student residence							
	3 months	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">Host family</td><td style="width: 50%;"></td></tr> <tr><td>Student residence</td><td></td></tr> </table>	Host family		Student residence		1495 €	
Host family								
Student residence								

I confirm with my signature that I am in agreement with this contract and am able and willing to pay all fees as set out in the terms and conditions.	€
Signature: _____ Place: _____ Date: ____ / ____ / 20 ____	
Please enter total cost including tuition and accommodation here:	

For more details about our language courses or accommodation options visit our website: www.eurasia-institute.com

Terms and Conditions

1. Parties of Contract:

A: EURASIA -Institute, registered as a private supplementary school with the Berlin Senate according to § 9 of the Berlin Private Schools Act at the address Obentrautsraße 72, 10963 Berlin, Germany and represented by the signatory

B: STUDENT intending to apply for German language preparatory course for German university application

2. Application:

The STUDENT confirms that he wishes to study at EURASIA according to the terms and conditions below. EURASIA hereby confirms acceptance of the STUDENT's application to study at EURASIA

3. Conditions of Application: The STUDENT must fulfil the following application requirements:

- a) The STUDENT must be a healthy candidate, having no illnesses which might influence his/her studies.
- b) The STUDENT must be at least 18 years of age on the date of signing this contract. If not the contract must be signed by the parent or guardian taking full responsibility for the STUDENT
- c) The STUDENT must meet the qualifications required by a German university if intending to apply to study in Germany.
- d) All legalised and translated transcripts required for university application must be handed in with this contract.

4. Course Description:

- o **The Course Package** includes placement test and certificates, 24 hours tuition per week, 6 hours supervised self-study per week, all materials and exam fees, 1 organized cultural/social (afternoon or evening depending on what is presently on offer) activities per week (not including transport fare or entry fees), 1 weekend outing per month (not including transport fare or entry fees), individual university placement counselling with full active support of our study consultant until place at university has been found, intercultural training, refunds cannot be made if the student decides not to make full use of this package.

5. Period of Study:

The duration of study and the number of teaching units to be taken during that period of time are detailed in the application form. The date of commencement is specified in the letter of confirmation provided for visa application. This date may be postponed by up to three months should delays in obtaining the visa occur or in the event that are too few applicants to start a class in the month applied for. The student must reconfirm the starting date TWO WEEKS before arrival by sending an email to admissions@eurasia-institute.com

6. Obligations of EURASIA and services provided to the STUDENT during the programme:

- a) After payment of the application fee EURASIA will apply for confirmation of the student's general aptitude for university studies in Germany. This will be provided in the form of a conditional letter of admission from one of EURASIA's partner universities. It neither represents a guaranteed place at that university nor does it oblige the applicant to participate in studies at that university. The exact conditions of entrance to that university are detailed in the letter.
- b) German language tuition. 6 academic hours per day on Mondays and Wednesdays, 4 academic hours per day + 2 hours of supervised assignments in the afternoon on Tuesday, Thursday and Friday.
- c) Experienced and qualified teachers of German as a foreign language with special phonetics training and special preparation for the university entrance examinations (A1-C2, DSH / TestDaF). Tuition groups have a maximum of 18 participants.
- d) Participation in internal examination system with up to 5 levels (A1, A2, B1, B2, C1, C2). STUDENTS who pass each level with the corresponding certificate will continue to the next level. STUDENTS who do not pass the level will have to repeat one class again at their own cost. Re-examination costs are 50% of the regular cost for STANDARD contracts.
- e) Orientation lecture on studying in Germany shortly after arrival, followed by individual interview with Head of Studies to ascertain and formulate individual needs and wishes. After this, support is offered to the STUDENTS as required.

7. Obligations of the STUDENT:

- a) The STUDENT must confirm the authenticity of all documentation and the correctness of all personal information. All legal consequences resulting from failure to observe this point will be borne by the STUDENT.
- b) The STUDENT is obliged to complete the language studies according to the length of course applied for. If the student is absent from more than 20% of classes then he/she will be ex-matriculated – tuition fees will not be returned.

8. Fees and Methods of Payment:

- a) **Non-returnable Application Fees and University Application Fees** – to be paid when sending in your application
 - i) **Returnable Deposit for Tuition, Course materials and examination fees** – payable immediately on receipt of university conditional offer by fax/scan and before the visa application is made.
 - ii) **Health, liability and accident insurance** for the duration of your stay – to be paid in whole on receipt of visa and before arrival
 - iii) **Outstanding payments** for all other services including bank charges deducted are to be paid on arrival
- b) **Consultancy Charges:** Any consultancy or service charges levied in addition to the costs of EURASIA products and services (see EURASIA price list and application form) by the sales representative or agent are left to the discretion of that representative and are not regulated by EURASIA. EURASIA reserves the right to nullify this contract in part or in whole if the student refuses to pay such charges.
- c) **Methods of Payment:**
 - o Payments may be made via Western Union Money Transfer, bank transfer, Cash Deposit, Bank Draft or via www.paypal.com. Please note that you will need to cover all extra bank charges.

9. Termination of Contract:

If the contract is terminated before visa application has been made, a cancellation charge of 35% of the sum of invoice will be levied. This contract cannot be terminated under any circumstances after obtaining the visa. Course fees will not be refunded under any circumstances. In particular, if the student breaks off from the booked course prematurely, this in no way entitles him to a refund of tuition fees. Furthermore, finishing the course early as a result of passing the relevant examination early or by jumping classes due to good performance will not entitle the student to a refund.

10. Refunds in case of visa refusal:

Course fees deposits and other fees paid will be refunded provided that the visa was refused in written form by the German Embassy or Consulate. In order to make the refund we require the original letter of refusal from the embassy, a copy of your passport with all relevant pages and the return of all original documents given to the student for visa application. Costs incurred by EURASIA will be deducted from the deposit made (courier fees, bank charges, appeal fees etc.). Refunds will not be made under any other circumstances.

11. Validity of Contract:

This contract is valid from the date of signing by the STUDENT and EURASIA. Should any disputes arise out of this contract, such disputes will be regulated according to German law. Place of jurisdiction is Berlin, Germany.