



For internal use only
Student Nr:
Date Processed:
Officer:
Payment Ref:
Amount paid:
Amount outstanding:

Enrolment Form

Goethe-Exams 2019

Tell us who you are and how we can contact you:

Full Names:	
Surname:	
Gender:	
Date of Birth (DDMMYYYY):	
Place of Birth (city, country):	
Nationality:	
RSA ID Number / Passport Number:	
Contact Number:	
E-mail:	
Physical (not postal) Address:	
Reason for exam:	
Previous Goethe-exams (date, place, level):	

Goethe-Institut South Africa
 119 Jan Smuts Avenue
 Parkwood 2193

Private Bag X18
 Parkview 2122
 South Africa

Tel: +27-11 442 3232

JOH-Learngerman@goethe.de
 www.goethe.de/johannesburg

Nedbank
 Account 1958506397
 Code 197705

Which exam would you like to sign up for? Please select only one option:

Exams for young learners	
Goethe Zertifikat A1: Fit in Deutsch 1	<input type="checkbox"/> 20 March, 9am 27 September, 9am R1100 (R880 for registered students of the Goethe-Institut Südafrika)
Goethe Zertifikat A2: Start Deutsch	<input type="checkbox"/> 20 March, 9am 27 September, 9am R1200 (R960 for registered students of the Goethe-Institut Südafrika)
Goethe-Zertifikat B1	<input type="checkbox"/> 20 March, 9am 27 September, 9am R1600 (R1280 for registered students of the Goethe-Institut Südafrika)
Goethe-Zertifikat B2	<input type="checkbox"/> 20 March, 9am 27 September, 9am R1800 (R1440 for registered students of the Goethe-Institut Südafrika)
Exams for adults	
Goethe Zertifikat A1: Start Deutsch 1	<input type="checkbox"/> 16 March, 9am <input type="checkbox"/> 15 June, 9am <input type="checkbox"/> 7 September, 9am <input type="checkbox"/> 30 November, 9am R1100 (R880 for registered students of the Goethe-Institut Südafrika)
Goethe-Zertifikat A2	<input type="checkbox"/> 16 March, 9am <input type="checkbox"/> 15 June, 9am <input type="checkbox"/> 7 September, 9am <input type="checkbox"/> 30 November, 9am R1200 (R960 for registered students of the Goethe-Institut Südafrika)

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Goethe-Zertifikat B1	<input type="checkbox"/> 23 March, 9am <input type="checkbox"/> 22 June, 9am <input type="checkbox"/> 14 September, 9am <input type="checkbox"/> 30 November, 9am R1600 (R1280 for registered students of the Goethe-Institut Südafrika)
Goethe-Zertifikat B2	<input type="checkbox"/> 23 March, 9am <input type="checkbox"/> 22 June, 9am <input type="checkbox"/> 14 September, 9am <input type="checkbox"/> 30 November, 9am R1800 (R1440 for registered students of the Goethe-Institut Südafrika)
Goethe-Zertifikat C1	<input type="checkbox"/> 30 March, 9am <input type="checkbox"/> 29 June, 9am <input type="checkbox"/> 21 September, 9am <input type="checkbox"/> 29 November, 9am R2000 (R1600 for registered students of the Goethe-Institut Südafrika)
Goethe-Zertifikat C2	<input type="checkbox"/> 30 March, 9am <input type="checkbox"/> 29 June, 9am <input type="checkbox"/> 21 September, 9am <input type="checkbox"/> 29 November, 9am R2200 (R1760 for registered students of the Goethe-Institut Südafrika)
Goethe-Test PRO: Deutsch für den Beruf	<input type="checkbox"/> On request R1100 (R880 for registered students of the Goethe-Institut Südafrika)

Terms and conditions:

1. Enrolment requirements

1.1 Minimum age: As per the exam guidelines

1.2 The following exams are offered by the Goethe-Institut (the Goethe-Institut reserves its right not to offer certain exams if there are insufficient numbers of Participants or other circumstances justifying it):

1.2.1 Exams for young learners: Goethe-Zertifikat A1: Fit in Deutsch 1, Goethe-Zertifikat A2: Fit in Deutsch, Goethe-Zertifikat B1, Goethe-Zertifikat B2.

1.2.2 Exams for adults: Goethe-Zertifikat A1: Start Deutsch 1, Goethe-Zertifikat A2, Goethe-Zertifikat B1, Goethe-Zertifikat B2, Goethe-Zertifikat C1, Goethe-Zertifikat C2, Goethe-Test PRO: Deutsch für den Beruf and TestDaF.

1.2.3 For registration for TestDaF please consult www.testdaf.de.

1.2.4 Modular Exam: Goethe-Zertifikat B1, Goethe-Zertifikat B2, Goethe-Zertifikat C2.

1.3 Bookings:

1.3.1 Submission of enrolment form, proof of payment and a copy of passport or RSA ID is compulsory at least 5 business days before the exam date in order to complete registration. Incomplete applications will not be processed.

1.3.2 The aforementioned applications must be submitted to JOH-Learngerman@goethe.de.

1.3.3 Bookings take place on a first come, first served basis.

1.3.4 The Goethe-Institut will process complete booking applications and advise the Participant of the outcome in writing.

1.3.5 A confirmed booking is not transferrable to another person.

1.4 Participants with special needs:

1.4.1 Participants with special needs must inform the Goethe-Institut in writing of the type and extent of their special need at least 20 business days before the start of the exam.

1.4.2 The aforementioned request must be submitted to JOH-Learngerman@goethe.de.

1.4.3 The required printed form, that the participant will receive after informing the Goethe-Institut of their special needs, must be completed by a general practitioner or relevant specialist.

1.4.4 Further information can be viewed here:

https://www.goethe.de/pro/relaunch/prf/en/Teilnehmende_mit_spezifischem_Bedarf.pdf.

1.5 Rewriting of Exams:

1.5.1 Participants that wish to rewrite an exam, need to complete a new registration form and submit it together with proof of payment and a copy of passport or RSA ID to JOH-Learngerman@goethe.de.

2. Terms of Payment / Fees

2.1 Electronic transfers and cash are the only acceptable means of payment.

2.2 Fees for exams for young learners:

2.2.1 Goethe-Zertifikat A1: Fit in Deutsch 1 - R1100

2.2.2 Goethe-Zertifikat A2: Fit in Deutsch - R1200

2.2.3 Goethe-Zertifikat B1 - R1600 (1 module R800; 2 - 3 modules R1600)

2.2.4 Goethe-Zertifikat B2 - R1800 (1 module R900; 2 - 3 modules R1800)

2.3 Fees for exams for adults

2.3.1 Goethe-Zertifikat A1: Start Deutsch 1 - R1100

2.3.2 Goethe-Zertifikat A2 - R1200

2.3.3 Goethe-Zertifikat B1 - R1600 (1 module R800; 2 - 3 modules R1600)

2.3.4 Goethe-Zertifikat B2 - R1800 (1 module R900; 2 - 3 modules R1800)

2.3.5 Goethe-Zertifikat C1 - R2000

2.3.6 Goethe-Zertifikat C2 - R2200 (1 module R1100; 2 - 3 modules R2200)

2.4 The full exam fee is payable 5 business days before the exam date.

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3. Cancellation, non-attendance and refunds

- 3.1** Cancellations must be submitted in writing and delivered to the Goethe-Institut or sent by email to JOH-Learngerman@goethe.de. The date of cancellation shall be the date of receipt at the Goethe-Institut South Africa.
- 3.2** Cancellation prior to start of an exam:
- 3.2.1 A cancellation fee of 20% of the full exam fee is applicable should the Participant cancel at least 10 business days before the start of the exam.
- 3.2.2 A cancellation fee of 50% of the full exam fee is applicable should the Participant cancel at least 5–9 business days before the start of the exam.
- 3.2.3 A cancellation fee of 80% of the full exam fee is applicable should the Participant cancel at least 1–5 business days before the start of the exam.
- 3.2.4 The Participant acknowledges that the above cancellation fees are reasonable.
- 3.3** Cancellation after start of an exam:
- 3.3.1 No refunds will be paid from the day that the exam starts, whether or not a Participant cancels the exam or not. Where the Participant has cancelled the exam, the Participant acknowledges that the outstanding exam fee amounts to a reasonable cancellation penalty.
- 3.4** Cancellation of exam by Institute:
- 3.4.1 The Goethe-Institut reserves the right to change timetables, exam dates, postpone or cancel any exam initially advertised and offered, on the bases of insufficient demand or on any other reasonable ground.
- 3.4.2 Where the Goethe-Institut cancels the exam, the Participant will either receive a full refund of the exam fee or a voucher equal to the amount paid by the Participant for use of the same exam at a later date.

4. Requirements on exam date

- 4.1** Original Passport or RSA ID: Participants without their passport or RSA ID will be excluded from the exam.
- 4.2** Copy of invitation letter
- 4.3** Participants are required to adhere to the exam schedule. Late comers will be excluded from the exam.

5. Exam results

- 5.1** The results for the Goethe-Zertifikat A1, A2, B1, B2 and C1 will be available within 5 – 10 working days. No exceptions will be made.
- 5.2** The results for the Goethe-Zertifikat C2 will be available within 5 weeks. No exceptions will be made.

6. The terms and conditions of the exam administration and the exam guidelines

- 6.1** Can be accessed in the library.
- 6.2** Can be viewed online by choosing the relevant level:
<https://www.goethe.de/de/spr/kup/prf/prf.html>.

7. The exam guidelines can be viewed here

<https://www.goethe.de/pro/relaunch/prf/en/Pruefungsordnung.pdf>.

8. General

- 8.1** Classes and exams in Johannesburg take place at the Goethe-Institut South Africa at 119 Jan Smuts Avenue, Parkwood 2193.
- 8.2** The Participant shall observe the security regulations of the Goethe-Institut and any other location where the Courses are offered, as are in place from time to time.
- 8.3** Should any of the Participant's details provided above change, the Participant shall for with and without delay notify the Goethe-Institut thereof in writing.
- 8.4** In the event of the Goethe-Institut instructing attorneys in regard to any breach of the Participant of the conditions of this agreement then the Participant shall pay all the costs on the scale between Attorney and own Client, including any costs incidental to such action instituted against the Participant.
- 8.5** In the event that any terms or condition herein is not fully enforceable or valid for any reason, such term or condition shall be severable from the remaining terms and conditions, which shall not be affected by such unenforceability.
- 8.6** The Goethe-Institut reserves its right to change the terms and conditions for the next term or course date and inform the Participant in writing.

9. Liability of the Goethe-Institut

- 9.1** The Participant agrees that the Institute and all its directors, employees, teachers, volunteers, service providers, agents and representatives (hereinafter referred to as "the Indemnified Parties") are not responsible for any death, illness, injury, loss or damage of any kind sustained by the Participant which may arise from taking part in the course and all related activities, caused in any manner whatsoever.
- 9.2** The Participant waives any and all claims or actions that the Participant may have against the Indemnified Parties as a result of the Participant's enrolment and participation in the course.

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9.3 The Participant indemnifies, releases and holds harmless the Indemnified Parties from any and all liability from any loss, damage, including consequential damage, injury or expenses that the Participant may suffer as a result of the Participant's enrolment and participation in the course and all related activities due to any cause whatsoever.

9.4 The Goethe-Institut also accepts no liability for the cancellation of its services due to force majeure (e.g. natural disasters, fire, floods, war, official orders and all other circumstances beyond the control of the contractual parties).

10. Privacy Protection

10.1 The Goethe-Institut collects, processes and uses the personal data of the Participant both for the purpose of fulfilling the agreement signed with the Participant and as permitted by law and under the terms of any signed declaration of consent in compliance with privacy protection laws.

10.2 Personal data is used for purpose to issue certificates and is not shared with third parties.

- I have completed all required information.
- I have attached my proof of payment and a copy of my ID or passport.
- I have read and understood the terms and conditions.
- I have read, understood and accept the exam guidelines and the terms and conditions for the exam administration.
- I declare that I consent to the release of certain personal details necessary for the issuing of the certificate. I also agree to the transmission of personal information to the central exam archive in Germany.
- I hereby choose as my address for service - *domicilium citandi et executandi* - my address set out above at which all notices and court process must be served. I understand that I can change this address by prior written notice to the Goethe Institut at any time.

(Date and signature. Parents sign on behalf of minors)

Banking details:

Goethe-Institut Johannesburg
Nedbank Rosebank
Branch code: 197705
Acc. no: 1958506397
SWIFT Code: NEDSZAJJ
Ref: initials, surname

Please send your application to:

JOH-Learngerman@goethe.de



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