



LANGUAGE DEPARTMENT

BOOK LIST SEMESTER 2019

Intensive Courses A1 A1.1 - A1.2	Studio 21 A1 Kurs- und Übungsbuch	Cornelsen ISBN: 978-3-06-520526-9
A2.1 - A2.2	Studio 21 A2 Kurs- und Übungsbuch	Cornelsen ISBN: 978-3-06-520574-0
B1.1	Studio [express] B1 Kurs- und Übungsbuch	Cornelsen ISBN: 978-3-06-549973-6
B1.2 - B1.3	Aspekte neu B1+ Lehrbuch Arbeitsbuch	Langenscheidt ISBN: 978-3-12-605016-6 ISBN: 978-3-12-605017-3
B2.1 - B2.2	Sicher! Aktuell B2 Lehrbuch Arbeitsbuch	Hueber ISBN: 978-3-19-301207-4 ISBN: 978-3-19-311207-1
B2.3	Mittelpunkt neu B2 Lehrbuch Arbeitsbuch	Klett ISBN: 978-3-12-6766524 ISBN: 978-3-12-676653-1
C1.1 - C1.3	Mittelpunkt neu C1 Lehrbuch Arbeitsbuch	Klett ISBN: 978-3-12-676660-9 ISBN: 978-3-12-676661-6
C2+	Kein Kursbuch	Selbsterstelltes Material
Spezialkurse	Kein Kursbuch	Selbsterstelltes Material

Goethe-Institut London
50 Princes Gate
Exhibition Road
London SW7 2PH

Language Office
T +44 20 7596 4004
F +44 20 7594 0210
german-london@goethe.de

BOOKSHOPS:

European Bookshop, 123 Gloucester Road, London SW7 4TE, Tel: 020 7734 5259 www.europeanbookshop.com - Receive a 10% discount as a student of the Goethe-Institut!

Grant & Cutler at Foyles, 113-119 Charing Cross Rd, London WC2H 0EB
Tel: 020 7437 5660 www.grantandcutler.com

www.goethe.de

Language Office Opening Hours:

Telephone times	Mon, Tue, Thu, Fri	10.00 - 13.00
Visitors	Mon - Thu	15.00 - 18.30
Individual assessment test	Tue - Thu	16.00 - 18.00

**GOETHE
INSTITUT**

Sprache. Kultur. Deutschland.



TERMS & CONDITIONS

Terms of Payment

Fees are payable in full on enrolment. We accept cash, cheques, credit cards and debit cards. Unless stated otherwise books must be purchased separately.

The contractually binding fee is the fee stated in the price list / on our website current at the time of application.

Concessions

10% discount if you are a full-time student, retired or registered unemployed on general language courses on weekday mornings and intensive courses (proof required);

10% discount on the cheaper course if you book two courses together (semester courses only, no July summer courses);

25% discount for teachers of German (per semester course).

Concessions can only be given **at the time of booking** and cannot be applied in retrospect.

Discounts cannot be combined and only one form of discount will be given at any one time.

Change of course

If a situation arises where you need to switch to a course other than the one you have already registered for, you must notify the Goethe-Institut either before the course start date or within the first three weeks of the duration of your extensive course / after the first course day of your intensive or immersion course / after the first week of your twice a week course. Whether or not the requested change can be facilitated is at the discretion of the Goethe-Institut, depending on factors such as available spaces on the course

the student wishes to switch to. If the request for a change of course is granted, it will incur an administration fee of 5% of the paid course fee.

Cancellations and Refunds

Cancellation...

Up to 4 weeks before beginning of course	10% of course fee
Up to 1 week before beginning of course	20% of course fee
Up to 1 day before beginning of course	30% of course fee
After course begins	100% of course fee

We reserve the right to cancel classes with **less than 10 students up to 24 hours** before a course is due to start. In this case a full refund of the course fee paid will be given. No other costs except the course fee will be refunded.

General Conditions

Our courses are designed for adult learners (18+). Young learners may be admitted after prior consultation. Our courses have a maximum of 18 students. Please note that special conditions apply for one-to-one tuition, small groups and corporate courses. Our course programme as displayed on the website, posters, our brochure and other media is subject to alteration.

Liability of the Goethe-Institut

... and its staff is limited to intent and gross negligence. 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).

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