# LANGUAGE DEPARTMENT

# **Enrolment Form**

## A-LEVEL PREPARATION, GCSE PREPARATION A\* FOR YOUR GERMAN LANGUAGE LEVEL

Extensive blended learning revision courses for students who will be taking their A-Level or GCSE-Level Examination.

Participants will be welcome to use the library and the computer centre and will be encouraged to do some preparation and reading before or after the lesson.

□ A-Level Prep **GCSE** Prep □ Group A □ Group B Course: **A-Level Exam GCSE** Exam Preparation Preparation Group B Group A Dates: 08.01. - 12.03.22 05.02. - 19.03.22 12.02. - 26.03.22 13:15 - 17.30 13:15 - 17.30 Time: 13.15 - 17:30 £ 405 £ 215 £ 215 Fee:

### PERSONAL DETAILS

Please enrol me for:

Name:	
Address:	
Date of Birth:	
Telephone (student + parents):	
Email ( <u>primary contact</u> : parent OR student):	
School/College:	
Examining Board:	
Expected/desired grade:	

#### Language Office Opening Hours:

Telephone enquiries Visitors Individual assessment test Mon, Tue, Wed, Thu Mon – Thu Tue, Wed, Thu

10:00-13:00 15:00-18:30 16:00-17:30



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\* Just for A-Level

Please indicate your topics\* :

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#### PAYMENT

$\square$ I enclose a cheque for £			
□ I wish to pay by Debit/Switch/Solo/Credit/Visa/Access/MasterCard			
My debit/credit card number is:			
Start Date: Expiry Date:			
Security No (last 3 digits on back of the card):			
If cardholder's name & address is different from above:			
Postcode of account holder:			

 $\Box$  Yes, I would like to receive information via email about courses offered by the Goethe-Institut London in the future.

Signature: .....

Date: .....

### **TERMS & CONDITIONS**

#### **Terms of Payment**

Fees are payable in full on enrolment. We accept cash, cheques, credit and debit cards. Unless stated otherwise books must be purchased separately. The contractually binding fee is the fee stated in the price list current at the time of application.

### **Cancellations and Refunds**

Students should consider their personal commitments and circumstances before enrolment, as no fees are refundable or transferrable once a course has started. If a situation arises where you need to cancel your class the following fees apply: Cancellation

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

We reserve the right to cancel classes **with less than 10 students up to 48 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.

#### Change of course

Transfers to another course level can be considered up to the third session (extensive courses) or after the first day (intensive and immersion courses) and after consultation with your teacher and the Language office.

#### **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-toone tuition, small groups and corporate courses.

### Liability of the Goethe-Institut

... and their staff are 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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