



## TERMS & CONDITIONS

### 1. General requirements for participation

Our German courses are aimed at participants aged 8 and over. The requirements for our children and teens courses are as follows: children 8 - 11 years, teens 12 - 16 years. Adult courses are for participants aged 16 and over.

### 2. Payment conditions

The courses are due to be paid at enrolment at our institute. The fee must be paid in full and in cash when enrolling at the Language Course Office.

### 3. Prices

**3.1** The fees that are advertised in the current course brochure and that are in effect at the time of enrollment are an integral part of the contract. There are different fees for individual courses or courses for small groups. All course materials are included in the fees.

**3.2** In exceptional cases participants may change the services booked (e.g. the date of the course or the course itself). The first change is free of charge. A fee of 2% of the course fee is payable for each additional booking change.

### 4. Cancellation

The participant can cancel the course booking subject to the following conditions:

- In case of cancellation after the third day of the course, the course fee will not be refunded neither in cash nor in the form of a voucher – irrespective of whether the participant has already taken part in the course or not.
- **The participation must be cancelled before the third day of the course.**

### 5. Course level assignment / class size / responsibilities of participants

**5.1** The assignment to a course level is made on the basis of a placement test carried out at the Goethe-Institut.

**5.2** All our courses have a minimum of 10 and a maximum of 16 participants. If there are too few participants by the first day of the course, we reserve the right to cancel or postpone the course in question. In this case, the participants have the option to change to a different course or to get a full refund of the course fee.

**5.3** Courses should only be changed in consultation with the Course Office and the course instructors.

**5.4** The participants are obliged to comply with the course rules and house rules applicable to the Goethe-Institut. These rules will be given to the participants by their course instructor at the first day of the course.

**6. Participation confirmation**

Participants with a confirmed attendance rate of at least 70% will receive a certificate of participation.

**7. Liability of the Goethe-Institut / force majeure**

The GI is subject to liability only in case of gross negligence or intent. The GI is also not liable for cancellations of its services in case they are caused by force majeure (e.g. natural disasters, fire, floods, war, official orders or other reasons beyond the scope of influence of the contracting parties).

**8. Privacy protection**

The participant agrees that the Goethe-Institut will save and edit his/her personal information in an electronic data base for the purpose of enrolment/payment. The participants agree to receive information from GI.

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**Date**

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**Signature**