

## German for adults 16+

1-11 weeks	STANDARD	INTENSIVE	SUPER INTENSIVE	BUSINESS GERMAN
Lessons/week	25 lessons	35 lessons	35 lessons	35 lessons
1 week	270.-	393.-	676.-	393.-
2 weeks	440.-	686.-	1,252.-	686.-
3 weeks	610.-	979.-	1,828.-	-
4 weeks	780.-	1,272.-	2,404.-	-
extra week	170.-	293.-	576.-	-

12-52 weeks	LONGTERM STANDARD	LONGTERM INTENSIVE	1-12 weeks	INDIVIDUAL COURSE
Lessons/week	25 lessons	35 lessons	Lessons/week	10-40 lessons
12 weeks	1,828.-	3,184.-	10 lessons	635.-
16 weeks	2,404.-	4,212.-	20 lessons	1,200.-
24 weeks	3,556.-	6,268.-	30 lessons	1,800.-
36 weeks	5,284.-	9,352.-	Reduction: 2 participants	-40%
extra week	144.-	257.-	Reduction: 3 participants	-50%

**Starting Dates** - every Monday.

**Beginners:** Jan. 2 / Jan. 29 / March 5 / April 3 / April 30 / June 4 / July 2 / July 30 / Sept. 3 / Oct. 1 / Nov. 5 / Dec. 3, 2018 / Jan. 7, 2019

**Business German:** (from B1.1)

May 7 / July 9 / July 30 / Sept. 3, 2018

**Excursions** (optional)

- ▶ **Full-day excursions** (approx. EUR 25.- to 70.-): e.g. Salzburg, Wachau, Lake Neusiedl.
- ▶ **Half-day excursions** (approx. EUR 10.- to 40.-): e.g. Klosterneuburg, Burg Kreuzenstein, Laxenburg, Hinterbrühl grotto, UNO-City.

### Included in the price

- ▶ 20/30 lessons German course per week (1 lesson = 45 minutes).
- ▶ 5 lessons cultural/special interest programme per week, e.g. Vienna guided tours; talks and videos about Austrian music, art, history, literature; Viennese Waltz course; party; sports.
- ▶ ActiLingua **Certificate**.
- ▶ ActiLingua vocabulary book.
- ▶ **Course books** may be borrowed for the whole course. Books can be bought at a 50% discount from the school office.
- ▶ Use of computers, books, videos and magazines in the **multimedia library**.
- ▶ Student service at the school office: Monday-Friday.
- ▶ **Free internet access (WiFi)**.
- ▶ Student manual with interesting tips on Vienna.
- ▶ **ActiLingua Card** entitling holder to discounts at a number of museums, theatres, restaurants, shops.

### Extras

- ▶ **Transfer** (from airport/station to accommodation) one way: EUR 40.-
- ▶ **Public transport:** EUR 17.10/week (subject to change).
- ▶ **Travel Insurance Package:** EUR 18.-/week.
- ▶ **Cancellation Insurance:** 4 % of the total amount.
- ▶ **Key deposit (refundable):** EUR 100.-
- ▶ **Pocket money:** min. EUR 80.-/week.
- ▶ **Visa support fee** for declaration of guarantee (e.g. Russia, China): EUR 100.-
- ▶ **Express letter (DHL):** EUR 77.-

## Special programmes 16+ - OPTIONAL SUPPLEMENT TO BOOKED COURSE

2 weeks	CERTIFICATE PREPARATION COURSE OSD & TELC			
Lessons	+ 8 lessons group course (min. 4 participants) or +4 lessons Individual Tuition			
Prices	Group course: 100.- or Individual Tuition: 176.-			
Examination Fee OSD	A2: 110,-	B1: 120,-	B2: 130,-	C1: 140,-
Examination Fee TELC	approx. 150.- (exam on request at external examination center)			

### Starting Dates OSD

Jan. 22 (exam: Feb. 1/2) / March 5 (exam: March 15/16) / May 7 (exam: May 17/18) / July 2 (exam: July 12/13) / July 16 (exam: July 26/27) / Aug. 6 (exam: Aug. 16 /17) / Sept. 3 (exam: Sept. 13/14) / Nov. 5 (exam: Nov. 15/16).

**TELC** Jan. 8 / April 16 / June 4 / Aug. 20 / Nov. 19 or on request. Exam on request in your home country or in Austria.

### Included in the price

8 group lessons or 4 individual lessons of examination preparation.

2 weeks	GERMAN TEACHERS' COURSE	
	German Teachers' Course 1	German Teachers' Course 2
2 weeks	Tuition only: 700.-	
Starting Dates	Jan. 22 / March 26 / July 2 / July 16 / Oct. 1	every Monday

### Included in the price

- ▶ **German Teachers' Course 1:** 20 lessons teachers' training course (8-12 participants) per week or
- ▶ **German Teachers' Course 2:** 20 lessons general German course (8-12 participants) per week + 7 lessons of teacher training.
- ▶ 5 lessons cultural/special interest programme per week.
- ▶ The same services as a Standard Course.
- ▶ Welcome dinner (German Teachers' Course 1).

The German Teachers' Course meets the conditions for support from the EU-"Erasmus+" fund.

# Special programmes 16+

6-52 weeks

## UNIVERSITY PREPARATION AND ENROLMENT GUIDANCE

Prices	University Preparation: 238.- / Enrolment Guidance: 590.- (course 6-11 weeks) 430.- (course 12-52 weeks)
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### Extras

- ▶ Study fees: EUR 382 - 745.-/term at public universities. For EU or EEA nationals the fees are waived. Study fees for private universities on request.
- ▶ Accommodation after language course.

### Included in Enrolment Guidance

- ▶ Schedule for the path to your studies and visa support.
- ▶ Guidance for **submitting of enrolment documents** at 1-3 Austrian universities or for University Preparation Programme (Vorstudienlehrgang).

### Included in University Preparation

- ▶ 8 group lessons exam preparation.
- ▶ **University entrance exam** examination fee: OSD Zertifikat B2 or OSD Zertifikat C1.\*
- ▶ **2 free tutorials:** Help with choice of study programme and university with the ActiLingua university advisor.
- ▶ Advice on the Austrian system of higher education.

\*Students required to attend the University Preparation Programme (VWU) at Vienna University must pass the supplementary examination in German (EPD) directly at the VWU.

12-52 weeks

## GERMAN AND WORK EXPERIENCE

Price	Placement Service Work Experience: 420.-
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### Included in the price

- ▶ **Placement at an Austrian company:** telephone or personal interview; selection of a company suitable for the applicant.
- ▶ **Evaluation and final report** by the employer.

**Note:** Minimum duration: 8 weeks Tuition + 4/8 weeks work experience. No specific position or employment location can be guaranteed.

Should no suitable position be found, we will refund EUR 290.-.

### Unpaid Work Experience

For students from non-European Union member states and the EU.

Applicants receive no remuneration and must pay for accommodation and board themselves (accommodation: approx. EUR 155 - 415.-/week.)

### Paid Work Experience

For students from the EU, Norway, Iceland and Switzerland.

Remuneration: approx. EUR 330-800.- net per month for a 40-hour week. Accommodation is provided by the employer or financed by an appropriately higher salary. A liability and health insurance must be contracted by the applicant. The availability of paid work experience is limited and can therefore only be offered to applicants with very good German skills.

4-52 weeks

## GERMAN AND MUSIC

Lessons/week	+ 1 instrumental lesson and 1-3 theory subjects
Surcharge per week	70.-

### Included in the price

#### Placement at the Conservatory:

- ▶ 1 instrumental/voice lesson per week.
- ▶ 1-3 theory subjects per week.
- ▶ Conservatory Certificate.

### Extras

- ▶ **1 additional instrumental or voice lesson** per week: EUR 57.-/week.
- ▶ Practice facilities at the Conservatory approx. EUR 3.-/hour.

### Starting Dates

Every Monday. Beginners: see Standard Course

### Holidays of the Conservatory

Public holidays and Dec. 24, 2017 - Jan. 7, 2018 / Feb. 5-9 / March 26 - April 3 / May 21-22 / July 2 - Sept. 2 / Dec. 24, 2018 - Jan. 6, 2019. Theoretical lessons may be cancelled without substitution during exam periods in September, January and June. No music teaching on holidays. Lessons cannot be made up subsequently.

# Accommodation 16+

## PER PERSON PER WEEK

Family/ Apartment/ Student House	Twin	130.-
	Single	198.-
	Twin for Single	230.-
ActiLingua Residence Standard	Twin	151.-
	Single	208.-
	Twin for Single	240.-
ActiLingua Resi- dence Superior (Apartment for private use)	1 person	385.-
	2 persons	271.-

### Host Family

Host families can be childless couples, parents with schoolchildren or older people whose grown-up children have left home. You have your own single or twin room. You share the bathroom and the kitchen with your hosts. **Meals:** Breakfast or half-board.

### Extras

High-season surcharge (July 1 - Aug. 25, 2018)	49.-/week
<b>Meals (Family, Residence, Student House):</b>	
Breakfast	49.-/week
Half-board	131.-/week
Transfer (from airport/station)	40.- (one way)
Key Deposit (refundable)	100.-

### Apartment

Accommodation in a well-maintained flat shared with other ActiLingua students. Single or twin rooms with shared bathroom and kitchen. Cleaning once a week. Max. 20-40 minutes from school with public transport.

### ActiLingua Residence

Close to school and city centre (10-15 minutes by public transport). Quiet apartments located next to underground station. Newly renovated, typical Viennese Art Nouveau building. The apartments are modern and comfortably furnished. All apartments are equipped with telephone, radio, SAT-TV and free WiFi and a fully equipped kitchen.

- ▶ **Standard apartments:** Apartments, 60-75 m<sup>2</sup>, are shared with other ActiLingua students. 2-5 students share kitchen and bathroom. Cleaned twice a week.
- ▶ **Superior apartments:** Own apartment for 1-2 persons, 30-40 m<sup>2</sup> with shower/toilet and kitchen. Cleaned Monday through Friday.

**Meals:** Use of kitchen, breakfast or half-board.

### Student House (July/August)

Single, shared rooms with breakfast or half-board.

# Holiday Course 16-19 years

2-6 weeks		HOLIDAY COURSE 1	HOLIDAY COURSE 2	Starting dates 2018: July 1 / July 15 / July 22 / July 29 Total beginners only July 1 and July 29. Arrival: Sunday; Departure: Saturday
Lessons/week	25 lessons	35 lessons		
2 weeks	1,183.-	1,453.-		July 1 - July 14 / July 15 - July 28 / July 22 - Aug. 4 / July 29 - Aug. 11
3 weeks	1,659.-	2,064.-		July 1 - July 21 / July 15 - Aug. 4 / July 22 - Aug. 11
4 weeks	2,135.-	2,675.-		July 1 - July 28 / July 15 - Aug. 11
6 weeks	3,087.-	3,897.-		July 1 - Aug. 11
			OSD Certificate course	July 2 (exam: July 12/13) / July 16 (exam: July 26/27)

## Included in the price

- ▶ 20 or 30 German lessons per week. (1 lesson = 45 minutes)
- ▶ ActiLingua Certificate.
- ▶ Accommodation in Student House in shared room with toilet and shower, half-board.
- ▶ Activity and leisure programme: (5 lessons/week)  
Sports: Football, basketball, aerobics.  
Cultural and social activities: party, Viennese waltz lessons, culture-quizzes.  
Evening activities: Vienna by night, disco, barhopping.
- ▶ Course books may be borrowed for the duration of the course. Books can be bought at a 50% discount from the school office.

- ▶ Use of computers, books, videos and magazines in the multimedia library.
- ▶ Free internet access (WiFi).
- ▶ High-season surcharge.

## Extras

- ▶ Surcharge for single room: EUR 68.- per week.
- ▶ Transfer (from airport/station to accommodation) one way: EUR 40.-
- ▶ Public transport: EUR 17.10 per week (oblig., subject to change).
- ▶ Travel Insurance: EUR 18.- per week.
- ▶ Vienna Highlights: Guided tours, entrances to famous Viennese sights: EUR 20.-/week.
- ▶ Plus Options (2-3 lessons/week):

- e.g. Job & Career, Media: EUR 26.-/week.
- ▶ 1 full-day excursion: Salzburg/Wachau EUR 70.-
- ▶ 1 half-day excursion: e.g. Laxenburg/Burg Kreuzenstein EUR 40.-
- ▶ OSD-Exam Preparation (8 lessons): EUR 100.- Examination fee: EUR 110-140.-
- ▶ Concert: EUR 44.-
- ▶ Visa support fee for declaration of guarantee (Russia, China): EUR 100.-
- ▶ Express letter (DHL): EUR 77.-
- ▶ Cancellation Insurance: 4% of the total amount.

# Summer School 12-17 years

1-5 weeks		SUMMER COURSE 1		SUMMER COURSE 2		Starting dates 2018
Lessons/week	20 lessons		30 lessons			
Prices (Full board)	Tuition + Residence Standard	Tuition + Residence Superior	Tuition + Residence Standard	Tuition + Residence Superior		July 1 / July 15 / July 22 / July 29 Total beginners only July 1 and July 15. Arrival: Sunday; Departure: Saturday
1 week	905.-	991.-	1,002.-	1,088.-		July 29 - Aug. 4
2 weeks	1,570.-	1,742.-	1,764.-	1,936.-		July 1 - July 14 / July 15 - July 28 / July 22 - Aug. 4
3 weeks	2,235.-	2,493.-	2,526.-	2,784.-		July 1 - July 21 / July 15 - Aug. 4
5 weeks	3,565.-	3,995.-	4,050.-	4,480.-		July 1 - Aug. 4
					OSD Certificate course	July 9 (exam: July 12/13) / July 23 (exam: July 26/27)

## Included in the price

- ▶ 20 or 30 German lessons per week. (1 lesson = 45 minutes)
- ▶ ActiLingua Certificate.
- ▶ Accommodation in Summer School Residence  
Standard rooms: 4-6 bed rooms (communal shower). Toilet on each floor.  
Superior rooms: 3-4 bed rooms with shower.
- ▶ Bed linen is provided, please bring towels.
- ▶ Full board: Three meals per day.
- ▶ Full supervision.
- ▶ Full activity and leisure programme: e.g.  
Sports: Badminton, beach-volleyball, football, basketball, swimming, aerobics.

- Cultural and social activities: Theatre, workshop, Vienna waltzing lessons, culture-quizzes.
- ▶ Evening activities: e.g. discos, Vienna by night, barbecue-party, videos.

## Extras

- ▶ Transfer on arrival and departure: Airport: EUR 80.- railway station: EUR 58.- UM Service + Transfer (one way): 9am-5pm: EUR 102.- / 5pm-9am: EUR 127.-
- To be paid directly in Vienna:
  - ▶ Public Transport: EUR 17.10 per week (oblig. for students 15+ years, subject to change).
  - ▶ Culture Special: Guided tours, entrances to famous Viennese sights: EUR 26.- per week.

- ▶ 1 full-day excursion: e.g. Salzburg/Wachau EUR 70.-
- ▶ 1 half-day excursion: e.g. Laxenburg/Burg Kreuzenstein EUR 40.-
- ▶ Tennis: 6/8/10 lessons (EUR 67.-/88.-/110.-)
- ▶ Concert: EUR 44.-
- ▶ OSD Exam: OSD Zertifikat B1: EUR 120.- OSD Zertifikat B2: EUR 130.- Exam Preparation (6/8 lessons): EUR 75.-/EUR 100.-
- ▶ Travel Insurance: EUR 18.- per week.
- ▶ Visa support fee for declaration of guarantee (Russia, China): EUR 100.-
- ▶ Express letter (DHL): EUR 77.-
- ▶ Deposit (refundable): EUR 40.-
- ▶ Cancellation Insurance: 4% of the total amount.

# Registration form

## Personal information

First name: ..... Name: .....  male  female  
Mother tongue: ..... Date of birth: .....  
Street: ..... Postcode: .....  
Town: ..... Country: .....  
Tel. private: ..... Tel. cell: .....  
E-Mail: ..... Occupation: .....  
I learned about ActiLingua from:  Internet  Brochure  Facebook  other .....  
ActiLingua was recommended to me by: .....

## Course information

Do you class yourself as an:  A0 (Total beginner)  A1  A2  B1  B2  C1  C2

I wish to enrol for the following course:  Standard Course  Holiday Course 1  
 Intensive Course  Holiday Course 2  
 Super-Intensive Course  Summer Course 1  
 Special Course:  Summer Course 2

Starting date: ..... Duration: ..... week(s)

## Accommodation - I would like ActiLingua to reserve the following type of accommodation:

### Adults 16+

ActiLingua Residence:  Standard twin  Standard single  Superior Apartment  
Other:  Host Family  Apartment  Student House  
Options:  Single room  Twin room Smoker: .....  
 Breakfast  Half-board  Yes  No

Holiday Course (16-19 years):  Student House shared room (incl. half-board)  
Summer School (12-17 years):  Residence Standard  Residence Superior (incl. full-board)

Special requests or comments: .....  
 Diet/Allergy? Which? .....

**Transfer** on arrival:  Yes  No Arrival at: .....  
Day of arrival: ..... Time: ..... Flight/Train no: .....

**Transfer** on departure:  Yes  No  
Day of departure: ..... Time: ..... Flight/Train no: .....

## Insurance

Cancellation Insurance:  Yes  No  
Travel Insurance Package:  Yes  No Duration: ..... weeks

I hereby state my acceptance of the terms (see page 15 of brochure „Learn German - Experience Vienna“). I enclose a copy of confirmation of payment of the deposit. Raiffeisenbank Wien, IBAN: AT 30 32000 00005212808, Swift: RLNWATWW

Agency (not to be filled in by the client)

Date and signature (for minors a parent or legal guardian)

# Terms

## 1. REGISTRATION

To apply, please complete the registration form at the back of the price list and send it back by email. You can also register online or contact our representative in your country.

- ▶ At the time of your registration a deposit of EUR 198.-, which will be deducted from the final invoice - and if applicable, the optional cancellation insurance fee - need to be paid. Within 2 business days after receiving the deposit, we will send you the booking confirmation and your course will be reserved for you.
- ▶ The remaining course fees are due within 30 days before the start of the course at the latest. Upon receipt of your full payment, we shall mail you our 'Welcome Letter' and the address of your accommodation.

## 2. PAYMENT

**By bank transfer:**

ActiLingua Language Studies GmbH & Co KG  
Raiffeisenlandesbank Wien  
Meidlinger Hauptstr. 46, A-1120 Vienna  
SWIFT/BIC: RLNWATWW  
IBAN: AT 30 32000 00005212808  
"Banking charges borne by transferor"

**By credit card (Visa, Mastercard):**

Please send us the following details using our "Secured Registration Form" (online):

- ▶ Surname and name of student, your booking number (if available)
- ▶ name of card holder
- ▶ type of credit card, credit card number
- ▶ expiry date, amount, CVV2 or CVC2

## 3. ALTERATION OF BOOKINGS

We shall be happy to comply with your wishes for changes in your arrangements in respect of dates, accommodation, etc. as far as possible, up to 31 days prior to the start of the course (administration charge of EUR 40.-). Within 31 days of course start, you must make use of your right of cancellation and re-register in order to obtain the desired alterations. The deposit of EUR 198.- has to be made again.

## 4. CANCELLATION

If you would like to cancel your course, accommodation, board or optional activities please inform us in writing immediately. Up to 4 working days prior to course start the cancellation fee is EUR 198.-. No refund is possible in the event of cancellation three working days or less prior to the start of the course, in case of non-arrival of the participant or after the start of the stay. A cancellation becomes effective upon ActiLingua's receipt of written or wired notification. Should a suitable replacement

be named in the notification, ActiLingua will waive all fees apart from a handling fee of EUR 40.-. *University Preparation and Enrolment Guidance:* The total deposit must be paid upon application and is not refundable.

## 5. CANCELLATION INSURANCE

We recommend to take out our cancellation insurance which costs 4% of the total amount and has to be paid together with your deposit. This covers your programme costs if you are forced to cancel your programme prior to course beginning due to your own illness or the serious illness of a close family member (parent, spouse). A medical certificate is required for reimbursement. The cancellation insurance and travel costs are not reimbursed.

## 6. TRAVEL INSURANCE PACKAGE

Students are not insured by the school against illness, accident, theft, etc. Participants are recommended to take out an insurance policy (compulsory for Summer School courses). You can take out the economical travel insurance package (health, accident, baggage and travel liability insurance) for your stay at ActiLingua. Prices and covered amounts on request.

## 7. VISA INFORMATION

You are personally responsible for obtaining visas in time and must present the required visa forms to the Austrian Consulate or Embassy in your country before departure. We will provide a payment confirmation and, if applicable, an invitation letter to assist you with visa application. You are responsible for any visa-related expenses. As we are obliged to confirm the receipt of full payment to the embassy, invitation letters can only be issued after receipt of full payment. The invitation letter will be sent by email to the embassy and by regular mail or by express mail to you.

In case the application is rejected and you cancel prior to the start of the course we will reimburse the paid fee excl. an administration fee of EUR 198.-, DHL-Express fee and insurance only to the bank account or credit card the payment came from. A refund will only be granted upon receipt of written proof of the embassy's denial, which you are in charge of forwarding us. No refund is possible after the start of the course.

## 8. LIABILITY

We assume no liability for accidents or illness incurred by the participant during the course. Claims of any kind for which the participant is responsible are to be settled by the participant directly with the party suffering damage. Parents or legal guardians are responsible for participants who have not reached majority.

## 9. CANCELLATION BY ACTILINGUA

If a participant persistently disrupts the study trip despite caution, or if he behaves in gross breach of agreement, ActiLingua has the right to cancel without notice. ActiLingua's entitlement to course fees remains upheld. Additional costs arising from such behaviour and the resultant cancellation will be borne by the customer.

## 10. SHORTCOMINGS

The participants agrees to inform the school secretariat in Vienna without delay of any shortcomings and to request the matter to be remedied.

## 11. PUBLIC HOLIDAYS 2018

No teaching takes place on public holidays. Tuition lost for this reason cannot be made up subsequently. The following dates are public holidays: Jan. 1/ Jan. 6/ April 2/ May 1/ May 10/ May 21/ May 31/ Aug. 15/ Oct. 26/ Nov. 1/ Dec. 8/ Dec. 25/ Dec. 26 2018/ Jan. 1 2019. School is also closed on Dec. 24/ Dec. 27/ Dec. 28 2018.

## 12. COURSE NUMBERS

A group course must have at least four participants. If there are insufficient participants, ActiLingua reserves the right to cancel the course or reduce the number of lessons by 25%. Course fees can not be refunded.

## 13. RESPONSIBLE COMPANY

The ActiLingua German courses are organised by Language Studies GmbH & Co KG, Wattmanngasse 15, 1130 Wien, Austria. FN 257153t, UID ATU: 61536412

## 14. PHOTOS & VIDEOS

By registering for a German language course you consent that any photos & videos taken of you during your stay in Vienna can be published in the ActiLingua promotional material or in the Internet. If you don't agree you have to notify us in writing on the registration form before the course starts.

## 15. GENERAL TERMS

We reserve the right to amend course programmes/ prices if there are compelling grounds for doing so. 1 lesson = 45 minutes. The organizers do not accept responsibility for inaccuracies arising from printing or translation errors. Place of jurisdiction in any dispute: the courts at Vienna.

## 16. IMPRESSUM

Published by: Language Studies GmbH & CO KG.  
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