

## ENROLLMENT FORM

I know about *Kästner Kolleg* through: .....

Personal details       Ms    Mr

First name & surname: .....

Address: .....  
.....

Tel./Fax : .....

E-Mail: .....@ .....

Date & place of birth: .....

I need to acquire a **visa**    health insurance  

→ I want to join the following **German course**:

- Standard Intensive 25    Summer Intensive 25  
 Star course 25+5       Summer Intensive 30  
 TestDaF/DSH course    TestDaF/DSH-Training  
 Integration course 25    Part Time 15  
 Intensive course *Long Term* 16   24   36   40   48  
 After Work x 1    After Work x 2    Junior Camp  
 ..... AH private lessons

**Duration:** from: ..... to: .....for: .....weeks

My level of German is:

- „Beginner without knowledge of German“ (A1)  
 „Near Beginner“ (ca. 100 - 200 h, A2)  
 „Advanced I“ (ca. 400 h, B1)  
 „Advanced II“ (ca. 600 h, B2)  
 „Advanced III“ (ca. 800 h and more, C1, C2)  
 DSH/TestDaF-Training

I want to pass the following **Language exam**:

ZD, ZMP, DSH, TestDaF, other: .....

→ I'd like to book the following **accommodation**:

from: ..... to: .....for: .....weeks  
 single room       double room (**only 2 students**)

**In a:**

- Student apartment (WG)  
 Host family       Private Apartment  
 Hotel with .....stars category

**Board:**

with  breakfast    half board    full board

→ I **am**:  Vegetarian    Allergic .....    Smoker

→ I need an airport/railway station transfer

on arrival, from: .....

on departure, to: .....

**Notes:** .....

I accept your „Conditions of Enrolment“ →→→

.....

Date, Signature

Please send the form to: Kästner Kolleg e.V., Tannenstraße 2,  
01099 Dresden or: registration@sprachmobil.com  
or fax: +49 351 80 368 94

## CONDITIONS OF ENROLLMENT

### 1. GENERAL REQUIREMENT

1.1. Course participants must be at least 18 years of age. Exceptions are participants attending special junior courses, or students coming as a group led by a responsible adult.

### 2. PAYMENT

2.1. In order to make a save course reservation and to receive the official “letter of acceptance”, which is necessary to acquire a visa, participants must pay 150 € (50 € for integration courses) of the final course and accommodation fee. The rest of the course fee should be paid before the first day of the course at the latest.

### 3. COURSE FEES

- 3.1. The contractually binding fee is the fee stated in the current price list at the time of application.  
 3.2. When the student changes a booking (e.g. changing course dates) KÄSTNER KOLLEG charges a fee of 50 EUR.  
 3.3. Any and all bank fees or other charges in conjunction with payment of the course fees are to be paid by the participant. For payment by cheque or credit card KÄSTNER KOLLEG charges an extra fee of 25 EUR.

### 4. CANCELLATION

- 4.1. All cancellations must be made in person or in writing to the KÄSTNER KOLLEG management.  
 4.2. If a participant cancels the course before the course start, KÄSTNER KOLLEG charges a cancellation fee of 150 € (50 € for integration courses) plus possibly already paid accommodation fees.  
 4.3. No refunds will be given by KÄSTNER KOLLEG once the booked course has started.  
 4.5. In case of genuine personal emergency, unexpected international crisis KÄSTNER KOLLEG may agree to provide a refund of the total paid course fees but no paid accommodation or registration fees.  
 4.6. In case of a visa refusal, it is possible to change the date of a course without any additional charge. It is possible to receive the course fee back according to “4.2.” and “4.3.”

### 5. ACCOMMODATION

- 5.1. The contractual relationship for lodging is between the homeowner and the student. KÄSTNER KOLLEG only pre negotiates the prices with the homeowner in interest of the student.  
 5.2. Students are responsible for cleanliness in his/her room and any and all damages he/she causes and must directly compensate the owner of the property.  
 5.3. The homeowner can ask the student for a deposit, e.g. for the keys.

### 6. PARTICIPANT OBLIGATIONS

- 6.1. It is the obligation of the course participant to ensure that their stay in Germany is legal.  
 6.2. The course participant is solely responsible for their own health, accident, liability, and personal property insurance. KÄSTNER KOLLEG assumes liability only for accidents in its classrooms.

### 7. DISCIPLINE

- 7.1. Disciplinary procedures will be applied in the event that the following rules are broken:  
 - malicious damage to school property  
 - disruptive behaviour in class  
 - breaking German law

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