

APPLICATION FORM

please complete in CAPITAL LETTERS

We kindly ask you to fill out this form and send it to the following fax n. 0039 0577 270 646. On receiving this form the school will charge your credit card a Euro 200,00 deposit fee. Completing this enrollment form will automatically mean your acceptance of the General Rules. Please print clearly. Thank you!

Student details - Surname : _____ First name : _____

Date of Birth : dd / mm / 19yy, Male, Female – Nationality : _____ Mother tongue : _____

Address : _____

Telephone: _____ Mobile phone: _____

E- mail: _____ Emergency phone: _____

Course details – Location : Siena, Viterbo, Ischia - Italian level : Advanced, Intermediate, Elementary, Beginner

Starting date: dd / mm / 2012 - Ending date: dd / mm / 2012 - nr. of Weeks: _____ Selected course _____

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Accommodation details : Single room, Double room (for people traveling together) with _____ ,

other _____ , arrival : dd / mm / 2012, departure : dd / mm / 2012,

Smoking, Non-smoking, Special dietary request or allergies _____

I'll make my own arrangements,

Hostel (Ischia) , Hotel (Siena, Ischia) , Residence (Siena, Ischia) , Homestay B&B (Siena), Homestay half-board (Siena),

Shared apartment no meals (Siena), Private apartment (Siena), Villa (Siena)

Transfer details - Arrival transfer required : Yes, No

Payment - Applications should be sent to the booking office at least 30 days before the beginning of the course together with the €200,00 deposit fee; please remember that in case of no-show no refunds are possible. Payment of the deposit may be made by Credit card or Bank transfers. Credit cards incur a percentage fee of the total amount payable: Visa 2,5%, MasterCard 4,0% - with a minimum charge of €5.00. I want to pay the deposit (200,00 Euro) by: bank transfer, credit card (Visa, MasterCard)

Credit card details (fill on if you want to pay deposit by credit card only)

Name of Card Holder: _____ Credit Card Number: _____

Security Code (final 3 digits of number on back of the card) _____ Expiration Date (mm/yy) : mm / yy

I hereby enroll for a course at Soc.Dante Alighieri Siena for the period shown above, and accept the terms and conditions below.

Student's Signature _____ Date gg / mm / 2012

Parent/Guardian Signature of Minor Student (for students under 18): _____

Note :

START DATES

January 9, 30	February 20	March 19	April 2, 16	May 7, 14, 28	June 11, 25
July 9, 16, 30	August 13, 27	September 3, 17	October 8, 29	November 12	December 3

Attention: start dates are compulsory for absolute beginners only. Those with some knowledge of Italian can start on any Monday of the year.

- **SCHOOL CLOSURE** : Monday April 9th, Wednesday April 25th, Tuesday May 1st, Wednesday August 15th, Thursday November 1st, December 8th, Lessons on these days are not made up for. The school is closed the afternoon of July 2nd and August 16th for the Palio, but missed lessons will be held on other days. Christmas Holidays – The school will be closed from Saturday December 21st 2012 until Sunday January 6th, 2013 inclusive.
- **LESSON LENGTH** : Lessons last 60 minutes, giving our students more teaching time.
- **NUMBER OF STUDENTS PER CLASS** : In group courses the minimum number of students is 5; maximum 12; average 10.
- **COURSE COSTS INCLUDE** : Didactic material except text books (the cost of the books is from € 20,00 to € 35,00 according to level), certificate of attendance, full orientation upon arrival, social activities (except transportation fees, meals and entrance tickets), assistance with Police registration.
- **REGISTRATION FEE** : Registration fee of 20,00 Euro will be added to the total fees covering full placement testing as well as and a placement fee of 50,00 Euro will be added to the total fees for accommodations arranged by the school for Siena. Administration fees for Viterbo and Ischia programs: 70 euros (including placement, books and didactic material)

TERMS & CONDITIONS

MINIMUM AGE - The school accepts minor students - under 18 years old - only under the parent/guardian supervision and legal responsibility.

FEES INCLUDE - Lessons, Certificates, use of facilities such as the library and study zones, social activities if not indicated otherwise by the school.

FEES DO NOT INCLUDE- Textbooks, Accommodation, Examination Fees, Transfer from and to the railway / Airport, Bank charges, Insurance, Internetpoint access and other fees not expressly mentioned under the title "fees include".

ENROLMENT AND PAYMENT - Applications should be sent to the booking office at least 30 days before the beginning of the course together with the deposit (200,00 Euro). For all other applications (less than 30 days of the beginning of the course) it is necessary to pay the total fee in full (sending us by fax/email copy of the bank transfer) or sending us credit card details in writing, authorizing us to charge the total fee immediately (in case of no show no refund is possible).

BALANCE - The balance must be paid before the starting date of the course.

METHODS OF PAYMENT - You need to produce evidence of payment. Payment can be made by: Bank transfer, Cash or Credit card. A transaction fee will be applied when you pay by credit cards (Visa charge of 2,5%, Mastercard charge of 4.0%), with a minimum charge of Euro 5.00

ACCOMMODATION - The accommodation department does its out-most to ensure that accommodation is the most suitable possible for each student, through carefully following the enrolment form preferences. Please report any specific requirements and expectations before receiving the family details. Any accommodation changes will be taken into consideration only if the students reports serious consideration and/or serious discomforts.

ACCOMMODATION CHANGES - The accommodation department does its utmost to ensure that the accommodation is the most suitable possible for each student, through carefully following the enrolment form preferences. Please report any specific requirements and expectations before receiving the family details. Any accommodation changes will be taken in to consideration only if the students report serious consideration and/or serious discomfort. An extra fee of 30,00 Euro will be applied for any accommodation changes.

INFORMATION - The school will send you all the necessary information (by email or fax) at least 2 weeks before the beginning of your course, only after receiving the total fees due (course + accommodation + administration fee).

DAMAGE - If any damage is incurred to the property of the school or to third parties contracted by the school, the cost of these damages must be settled immediately at the school by those responsible.

BEHAVIOUR: SDA Siena naturally expects all students to treat fellow students, flat mates and families with respect. Students are responsible for the day to day cleaning of their room/apartments. Cur few is 2am and Check out time is 11 am

TRANSPORT - Monthly bus passes are available for our students. We offer an airport pick-up service to Siena from Pisa, Florence, Bologna and Rome at a fixed rate that must be booked through the enrolment form with the exact flight details.

POSTPONING - In case of postponing the beginning of the course with more than two weeks warning, the school will apply 50,00 Euro compensation for the accommodation. With less than one week warning the school will apply the fee of one week accommodation.

BREAK - If you book 12 weeks or more you are entitle to take 2 weeks break

STUDY GRANTS - 30% reduction (minimum registration 4 weeks) for grants awarded by the Italian Foreign Office, 10% discount on all course prices to members of the Clergy, international organization and foreign embassy, members of the Società Dante Alighieri (minimum registration 4 weeks), Erasmus students based in Siena (minimum registration 4 weeks)

STUDENT VISA - Citizens of the EU that stay less than 90 days do not require a visa to enter Italy. Non EU Citizens must contact the nearest Italian Embassy or Consulate to check the details regarding entry permits prior to apply for a course. We will then provide the enrollment requisite to assist in obtaining a visa. This form however can only be issued after full registration has taken place and fees are fully paid. You are responsible for obtaining visas and for any visa-related expenses such as the Federal express cost (approximately Euro 35) will be added to the total fees.

PUBLIC HOLIDAYS - No lessons will take place on public holidays as indicated on the registration form. No refund will be made for these lessons

LANGUAGE OF THE LESSONS - all our lessons and activities are conducted in Italian if not otherwise specified.

RESPONSIBILITY - The school is not liable for the loss, damage or injury to persons or property. The school has the right to expel students from its premises or accommodation in case of ill behaviour. Students are responsible of the actions and to cover any expenses of the damages they have created.

INSURANCE - Students are strongly advised to take out medical and personal insurance before leaving their home country.

PERSONAL DETAILS - Student authorize Sienalingue srl with their enrolment to use their personally information on its official mailing list. Participants may also periodically receive information, publicity or promotional material. However students may at any time, request that such personal data be removed from the mailing list of the School, in accordance with Italian law.

COURSE CHANGES - Deposit and fees are not transferable from person to person.
COURSE LEVEL: If you wish to change your course level, please refer to the Director of Studies

MINIMUM NUMBERS: The school reserves the right to offer an alternative course of equal value in the event of insufficient applications.

CANCELLATION POLICY - Cancellation must be receive in a written form. The school will apply the cancellation rules as above stated:

1. More than 30 days before the beginning of the course : the administration fees (70.00 euro)
2. between 30 and 15 days before the beginning of the course : the administration fees (70 euro) and 30% of the tuition fees
3. between 14 and 7 days before the beginning of the course : the administration fees (70 euro) and 50% of the tuition fees
- 4- less than 7 days before the start of the course : the administration fees (70.00 euro), 100% of the tuition fees, 50% of the accommodation costs.
5. In case of no show without any notice, School would charge in full the Administration fees, tuition fees, and accommodation costs.

ACCEPTANCE - When paying for the deposit the student also accepts all the above terms and conditions

Società Dante Alighieri, Siena

www.dantealighieri.com – info@dantealighieri.com

Via Tommaso Pendola, 37 – 53100 Siena (IT) – Tel. +39 0577 49533 – Fax. +39 0577 270646

PROGRAMS IN SIENA

ALL HOURS OF LESSON LAST FULL 60 MINUTES
Registration fee of 20,00 Euro will be added to the total fees and it covers full placement testing

GROUP COURSES	Code	hrs / weeks	1 week	2 weeks	3 weeks	4 weeks	each extra week
Standard *	G6	15	190,00 €	330,00 €	490,00 €	620,00 €	155,00 €
Intensive *	G8	20	230,00 €	420,00 €	575,00 €	720,00 €	180,00 €
Combined std	C4	15 + 4 private lessons	310,00 €	610,00 €	910,00 €	1.210,00 €	300,00 €
Combined plus	C8	15 + 8 private lessons	470,00 €	920,00 €	1.370,00 €	1.820,00 €	450,00 €
PLIDA exam prep.	PLIDA			700,00 €			
German B.U.	GBU	30 lessons (45 min)		490,00 €			

** This school is recognized by Swedish Government for CSN programs*

SPECIAL PROGRAMS	Code	lessons / week	1 week	each extra week
Siena heritage	CS	15 hrs of Italian language + 4 hrs of cultural lessons	330,00 €	330,00 €
Siena Magnifica	OC	20 hrs of Italian language + 4 hrs of cultural lessons + 1 wine tasting + 2 cooking sessions	490,00 €	* 480,00 €

** half-day excursion is included*

LONG TERM COURSES	Code	hrs / week	hrs of lessons	weeks	fees	each extra week
Trimester	LT	15	180	12	1.800,00 €	130,00 €
Trimester plus	LTi	20	240	12	2.000,00 €	150,00 €
Academic year	AY	20	960	48	* 7.000,00 €	n.a.

** PLIDA exam is included*

PRIVATE LESSONS & MINI GROUP COURSES	Code	Participant/s	fees / hours
Private lessons	IND	1	45,00 €
Mini group	MG2	2	* 30,00 €
	MG3	3	* 25,00 €

** price per hours per person*

INTERNSHIP (tourism, architecture, medical, museums, volunteer, etc.)	fee
4 weeks of Italian language group lessons (15 hrs / week) + 4 private lessons / week + 4/12 weeks of internship	1.350,00 €

PROGRAMS IN VITERBO

HOME TUITION	Code	hrs of lessons / week + specialised seminars	1st week and each additional week	
			1 person	2 people (price per person)
General Italian (standard)	VG1	15	1.150,00 €	890,00 €
General Italian (intensive)	VG2	15 + 8	1.400,00 €	1.050,00 €
Italian for business, commerce and tourism	VI	15 + 8	1,400,00 €	1.050,00 €
Speak culinary	VC	15 + 15	1,545,00 €	1.290,00 €

*Fees include: tuition, accommodation, meals as specified, recreational activities, text book, didactic material
Registration fee = 70,00 Euro to be added to the total fees*

PROGRAMS IN ISCHIA

SPECIAL PROGRAM	Code	hrs of individual lesson / week	Hostel (HB)	Residence (dinner included)	Hotel (HB)
BLU WEEK	BW	15	820,00 €	900,00 €	950,00 €

*Fees include: tuition, accommodation, meals as specified, recreational activities, text book, didactic material
Registration fee = 70,00 Euro to be added to the total fees*

CULINARY COURSES IN SIENA

SESSION	Code	1 session	each extra session
Evening cooking session - reserved to Italian language students	KC	65,00 €	55,00 €

INTENSIVE CULINARY COURSES	Code	Start dates	Weeks	Sessions	fees
Spring cuisine	CC	Mar 12 th	2	8	750,00 €
Italian bread & dessert		Apr 16 th	1	5	450,00 €
Mediterranean cuisine		Jul 16 th	2	8	750,00 €
Summer palate		Aug 20 th	1	5	450,00 €
A journey through Italy		Oct 8 th	3	12	1.100,00 €
Christmas festivities		Dec 10 th	1	5	450,00 €

COOKING TRAINING

COOKING TRAINING INTERNSHIPS	Italian language starting level	Hrs of Italian language group lessons	Cooking sessions	Course duration in weeks	Internship duration in weeks	fees
CT1 *	Abs. Beginner-B1	300	20	20	From 4 to 24	5.500,00 €
CT2 *	A2	240	20	16	From 4 to 24	5.000,00 €
CT3	B2-C2	60 + 16 private lessons	6	4	From 4 to 24	2.000,00 €

ACCOMMODATION IN SIENA

SINGLE ROOM	1st week (6 nights)	each extra week (7 nights)	extra night
Shared apartment	180,00 €	120,00 €	20,00 €
Homestay – breakfast only	200,00 €	140,00 €	25,00 €
Homestay – breakfast + dinner	230,00 €	210,00 €	35,00 €

DOUBLE ROOM	1st week (6 nights)	each extra week (7 nights)	extra night
Shared apartment	130,00 €	105,00 €	15,00 €
Homestay – breakfast only	140,00 €	120,00 €	20,00 €
Homestay – breakfast + dinner	210,00 €	175,00 €	30,00 €

A placement fee of 50,00 Euro will be added to the total fee for accommodations arranged by the school

Residence, Bed & Breakfast, Hotel, and Villa on request