

## Registration form

Family name \_\_\_\_\_  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone \_\_\_\_\_  
 Email address \_\_\_\_\_  
 Profession \_\_\_\_\_  
 Date of birth \_\_\_\_\_  
 Nationality \_\_\_\_\_  Male  Female

Knowledge of Italian language

none  some  fairly good  good

I would like to enrol on a language course at:

Florence  Lucca  Bologna  Camogli

	Starting date	Total weeks
<input type="checkbox"/> 1. Italian Language and Culture	_____	_____
<input type="checkbox"/> 2. Intensive... and relaxing week in Florence & Lucca	_____	_____
<input type="checkbox"/> 3. Combined Intensive Course 30 hours per week	_____	_____
<input type="checkbox"/> 4. Individual Intensive Course (____ hrs / day)	_____	_____
<input type="checkbox"/> 5. Tutor course in Florence, Lucca and Camogli	_____	_____
<input type="checkbox"/> 6. Bread, Wine and Language	_____	_____
<input type="checkbox"/> 7. Italian and Cooking with 'Mamma'	_____	_____
<input type="checkbox"/> 8. CILS Preparation Course in Florence & Bologna	_____	_____
Level.....	_____	_____
<input type="checkbox"/> 9. Teacher Training Course in Florence & Lucca	_____	_____
<input type="checkbox"/> 10. Teacher Refresher Course in Florence & Lucca	_____	_____
<input type="checkbox"/> 11. Painting Course in Florence	_____	_____
<input type="checkbox"/> 12. Travel and Learn: seaside and city	_____	_____

I would like the school to book the following type of accommodation:  
 from \_\_\_\_\_ to \_\_\_\_\_

single room  double room  
 homestay  
 in student apartment  
 with use of kitchen  with halfboard  with breakfast  smoker

Hotel Name of the hotel \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_



## Florence

The first Koinè School established in 1980 is situated here in Florence. The school can be found in the lively quarter of Santa Croce. The city quarter owes its name to the beautiful piazza of Santa Croce, where even today, important cultural events are staged. It can be nice also, after the classes, to stroll down to the river Arno and the Ponte Vecchio or to the Uffizi Gallery as well as to many of the other highlights of the city. There are objects to delight the senses everywhere and it is difficult even for the locals to get used to this open-air exhibition as there are symbols of ancient and modern Italian and European culture in almost every nook.

### Starting Dates 2012

Jan. 16, 30 - Feb. 13, 27 - Mar. 12, 26 - Apr. 10, 23 - May 7, 21 - Jun. 4, 18 - Jul. 2, 16, 30 - Aug. 13, 27 - Sept. 10, 24 - Oct. 8, 22 - Nov. 5, 19 - Dec. 3

Non-beginners can start on dates other than the course starting dates listed.

Italian Language	1 week	2 weeks	3 weeks	4 weeks
20 hours/week	€ 210	€ 320	€ 430	€ 540
group lessons				
from 9am to 1pm				
<b>Long Term</b>	<b>12 weeks</b>	<b>24 weeks</b>	<b>36 weeks</b>	<b>48 weeks</b>
	€ 1.650	€ 2.600	€ 3.800	€ 4.900
<b>Travel and Learn: seaside and city*</b>	2 weeks	€ 1.170		
<b>Combined Course</b>	1 week	€ 480		
20 h/week in groups 9-1 pm	2 weeks	€ 860		
10h/week individual 2-4 pm	3 weeks	€ 1.240		
	4 weeks	€ 1.620		
<b>Intensive Individual Course</b>	<b>1 week</b>	<b>2 weeks</b>	<b>3 weeks</b>	
2 hours/day 2-4 pm	€ 325	€ 650	€ 975	
3 hours/day 2-5 pm	€ 480	€ 960	€ 1.440	
4 hours/day 9-1 pm	€ 630	€ 1.260	€ 1.890	
6 hours/day 9-1 and 2-4 pm	€ 930	€ 1.855	€ 2.780	
8 hours/day 9-1 and 1-5 pm	€ 1.595	€ 3.190	€ 4.780	

<b>Tutor Course</b> 15 hrs / week + 4 excursions staying in private homestay **	1 week	€ 1.220
<b>Bread, Wine and Language</b> 20 h/week Italian language wine testing, cooking lessons and guided excursions	1 week 2 weeks	€ 535 € 890
<b>Starting dates</b> Apr.10, May 7, Aug.27, Oct.8		
<b>Italian and Cooking with 'Mamma'</b> 20 hrs language tuition + accommodation in homestay/ breakfast + 4 evenings cooking courses	1 week	€ 680
<b>Teacher Training Course</b> Starting date: <b>Oct. 8</b>	1 week 2 weeks	€ 280 € 380
<b>Teacher Refresher Course</b> Starting date: from Mar. 5 to Oct. 26	2 weeks	€ 490
<b>CILS Preparation Course</b> 6 hours/week	4 weeks	€ 440
<b>Intensive... and relaxing week in Florence</b> Starting dates: Mar. 12, Apr. 2, Jun. 4, Sept. 10, Oct. 22	1 week	€ 495

\* 1 week individual course (15 hrs / week) Camogli + 1 week group course (20 hrs / week) Florence

\*\* Staying on a half board basis in private homestay.



## Lucca

Lucca's intact sixteenth century city walls are unique and form an impressive part of a green belt surrounding the historic centre. The city centre is extremely well preserved and the classrooms of our school in via Mordini are well situated in a palace in the historical heart of the old town, where the town maintains all its Italian flavour. The city is beautifully located so that if you would like, it is possible to see the neighbouring cities of Florence, Pistoia, Pisa etc, which are all within easy travelling distance by bus or by train. Many are the monuments, elegant palaces, churches and squares that make this town so charming and you may forget about time by being involved in this impressive atmosphere or simply by spending hours sitting down, having a coffee and just watching people passing by.

### Starting Dates 2012

Jan. 9, 23 - Feb. 6, 20 - Mar. 5, 19 - Apr. 2, 16, 30 - May 14, 28 - Jun. 11, 25 - Jul. 9, 23 - Aug. 6, 20 - Sept. 3, 17 - Oct. 1, 15, 29 - Nov. 12, 26 - Dec. 10

Non-beginners can start on dates other than the course starting dates listed.

Italian Language	1 week	2 weeks	3 weeks	4 weeks
20 hours/week	€ 230	€ 350	€ 470	€ 600
group lessons				
from 9am to 1pm				
<b>Long Term</b>	<b>12 weeks</b>	<b>24 weeks</b>	<b>36 weeks</b>	<b>48 weeks</b>
	€ 1.650	€ 2.600	€ 3.800	€ 4.900
<b>Travel and Learn: seaside and city*</b>	2 weeks	€ 1.170		
<b>Combined Course</b>	1 week	€ 475		
20 h/week in groups 9-1 pm	2 weeks	€ 880		
10h/week individual 2-4 pm	3 weeks	€ 1.270		
	4 weeks	€ 1.645		
<b>Intensive Individual Course</b>	<b>1 week</b>	<b>2 weeks</b>	<b>3 weeks</b>	
2 hours/day 2-4 pm	€ 325	€ 650	€ 975	
3 hours/day 2-5 pm	€ 480	€ 960	€ 1.440	
4 hours/day 9-1 pm	€ 630	€ 1.260	€ 1.890	
6 hours/day 9-1 and 2-4 pm	€ 930	€ 1.855	€ 2.780	
8 hours/day 9-1 and 1-5 pm	€ 1.595	€ 3.190	€ 4.780	
<b>Tutor Course</b> 15 hrs / week + 4 excursions staying in private homestay **	1 week	€ 1.220		

<b>Bread, Wine and Language</b> 20 h/week Italian language wine testing, cooking lessons and guided excursions	1 week 2 weeks	€ 535 € 890
<b>Starting dates</b> Apr. 2, May 14, Jun. 11, Jul. 9, Sept. 17, Oct. 15		
<b>Italian and Cooking with 'Mamma'</b> 20 hrs language tuition + accommodation in homestay/ breakfast + 4 evenings cooking courses	1 week	€ 680
<b>Teacher Training Course</b> Starting date: Mar. 5, Jul. 23	1 week 2 weeks	€ 280 € 380
<b>Teacher Refresher Course</b> Starting date: from Mar. 5 to Oct. 26	2 weeks	€ 490
<b>Intensive... and relaxing week in Lucca</b> Starting date: Apr. 23, May 28, Oct. 1, Nov. 12	1 week	€ 495



Piazza Anfiteatro in Lucca



HTTPS://WWW.FACEBOOK.COM/KOINECENTER



Bread, Wine and Language: Cooking Class



## Bologna

Bologna is home to one of the oldest and most famous universities in Europe and the city still bustles nowadays with students of all ages. Despite the passage of time, the historic centre maintains much of its original layout. Particularly attractive are the many ochre-coloured arcades, which allow pedestrians to walk quickly and safely in the old town. In spite of the importance of the city for cultural and political life in Italy, Bologna is often bypassed by tourists, and it is for this very reason that it is a great place to experience the Italian day to day life.

### Starting Dates 2012

Jan. 9, 23 - Feb. 6, 20 - Mar. 5, 19 - Apr. 2, 16, 30 - May 14, 28 - Jun. 11, 25 - Jul. 9, 23 - Aug. 6, 20 - Sept. 3, 17 - Oct. 1, 15, 29 - Nov. 12, 26 - Dec. 10

Non-beginners can start on dates other than the course starting dates listed.

Italian Language and Culture	1 week	2 weeks	3 weeks	4 weeks
20 hrs / week group lessons	€ 260	€ 420	€ 550	€ 680
from 9am to 1pm + afternoon cultural activities				
<b>Long Term</b>	<b>12 weeks</b>	<b>24 weeks</b>	<b>36 weeks</b>	<b>48 weeks</b>
	€ 1650	€ 2600	€ 3800	€ 4900
<b>Combined Course</b>	1 week	€ 530		
20 hrs / week in groups 9-1 pm + 10 hrs / week individual 2-4 pm	2 weeks	€ 940		
	3 weeks	€ 1.350		
	4 weeks	€ 1.760		
<b>Cils Preparation Course</b> 6 hrs / week	4 weeks	€ 440		
<b>Intensive Individual Course</b>	<b>1 week</b>	<b>2 weeks</b>	<b>3 weeks</b>	
2 hrs / day 2-4 pm	€ 360	€ 720	€ 1.080	
3 hrs / day 2-5 pm	€ 530	€ 1.080	€ 1.620	
4 hrs / day 9-1 pm	€ 670	€ 1.296	€ 1.944	
6 hrs / day 9-1 and 2-4 pm	€ 990	€ 1.944	€ 2.916	
8 hrs / day 9-1 and 1-5 pm	€ 1.595	€ 3.190	€ 4.780	

## Italian Language and Culture Active Learning Programs In Florence, Lucca and Bologna 2012



### KOINÈ CENTER

Firenze - Borgo S. Croce, 17 tel +39 055 213881  
 Lucca - Via A. Mordini, 60 tel. +39 0583 493040  
 info@koinecenter.com  
 www.koinecenter.com

# The School

Koinè Center – one of the longest established Italian language schools in Italy – offers a unique, natural and conversational approach to language learning. The flexible, varied, and effective classes and afternoon activities are designed to make serious study fun. Teaching of the highest quality and the commitment of the entire Koinè staff have become the school's trademark.

Our policy is to have several schools in different locations, so that we can offer a wide range of choice of both locations and courses and at the same time maintain a pleasant and friendly atmosphere due to the size of the schools.

Koinè now has 4 schools located in the historical centres of Florence, Lucca, Bologna and Camogli, each location renowned for outstanding historical heritage, culture, landscape, architecture and lifestyle.

Our locations are the perfect base for your stay, with many things to do and see either in the context of our 'Italian Language and Culture Programme' or independently. The courses are offered all year round. Our aim is to offer you the best start to your exploration of Italy and Italian culture. We will be delighted to equip you with a tool that will allow you to enjoy our country and our culture on a much deeper level: the Italian language. Look on the language as a key that opens the many doors to our way of life.

KOINÈ CENTER IS OFFICIALLY AUTHORIZED BY THE ITALIAN MINISTRY OF EDUCATION.

# The Courses

## 1 – ITALIAN LANGUAGE AND CULTURE IN LUCCA, BOLOGNA AND FLORENCE

We have always believed that social and cultural activities play an important role in language learning. The desire to learn about the society and culture of the country is a strong motivation to improve language skills. Most students find it interesting to compare their own culture with Italian culture and enjoy increasing their knowledge of the country which in turn allows them to better use the language.

For this reason, each Koinè school offers a varied programme of social and cultural activities in the afternoon including effective insights into the Italian way of life.

The activities are a valuable opportunity for exposure to the language and to the topics covered and are also interesting and entertaining in their own right. Many of the themes make interesting topics of conversation between students and with the teacher. The afternoon activities can be lectures, excursions or guided visits.

Some examples of afternoon activities are:

### LECTURES

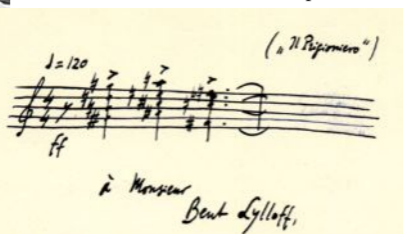
*Italy on a Vespa:* A journey through advertising and cinema with the Vespa in the leading role, set against the background of social and cultural events.

*Body language, bad language, posing and poetry:* The 'theatre' of everyday spoken Italian.



*A musical journey through Italian cities in the songs of the singer-songwriters:* Bologna and Lucio Dalla, Milan and Giorgio Gaber, Naples and Pino Daniele...

*Puccini, the man, the artist and... La Bohème:* Using a variety of audio and video resources we discuss the life and work of Lucca's most famous son and his most famous opera.



### GUIDED VISITS

– *The city seen from the walls:* A stroll on the city walls whilst learning about the history of Lucca, its geographical setting and its architectural development.

– *Devils, saints, magic stones and pilgrim crosses:* A walk through the town, visiting key places relating to Lucca's history, religion and superstitions.

### EXCURSIONS

– *The Tuscan villa of the XVII<sup>th</sup> Century and the art of the garden*

– *Villages and hamlets: ancient traditions:* Excursion by train to Castelnuovo di Garfagnana.

– *The landscape of the hills and the culture of chestnuts:* Visit to Colognora di Pescaglia and the Chestnut Museum to discover how the chestnut was fundamental to the life of the region.



Open-Air Lesson on Lucca city walls

## 2 – COMBINED COURSE – FLORENCE, LUCCA AND BOLOGNA

(20 hrs / week group course in the morning + 10 hrs / week individual tuition in the afternoon)

This is one of our most effective courses, because you can derive maximum benefit from the combination of the interaction in the group classes and the personal attention of individual tuition. In a 5-day full immersion course, you will usually have 2 teachers. In this way you will gain experience of different accents and patterns of speech, as well as the teachers' different interests and areas of expertise. It is also possible to attend only 1 hr/day of individual tuition in the afternoon. The timetable of the individual classes does not conflict with the afternoon activities.

## 3 – INDIVIDUAL COURSE IN FLORENCE, LUCCA AND BOLOGNA

We provide intensive language training for people who want to make a significant improvement in speaking and understanding Italian but who don't have a long period of time to devote to learning Italian or who require 'tailor-made' tuition. The classes are carefully designed for your current level of Italian, your individual interests and – on request – for your job requirements. We offer complete flexibility in course length, intensity, and content. You can start on any date, on any day of the week, and stay for as long as you wish.

*Villages and hamlets: ancient traditions:* Excursion by train to Castelnuovo di Garfagnana.

*The landscape of the hills and the culture of chestnuts:* Visit to Colognora di Pescaglia and the Chestnut Museum to discover how the chestnut was fundamental to the life of the region.

## 4 – LONG TERM COURSES IN FLORENCE, LUCCA AND BOLOGNA

For those who can devote several months to learning Italian and want to greatly improve their confidence and fluency or who need a solid language and cultural grounding, we offer a special price for a 6, 9 or 12 month long stay on the Group Language Course - (20 hrs/week from 9:00 am to 13:00). Students on long term programmes are placed in classes according to their level. Students may join existing classes. Our experienced teachers ensure a smooth integration and a friendly, positive classroom atmosphere for all students. Please see the Language Programme in Florence, Lucca and Bologna for details. For this course the payment of the full fee is requested in advance.



## 5 – TUTOR COURSE - FLORENCE, LUCCA AND CAMOGLI

This is an individual course, highly intensive and packed with additional activities (guided visits, excursions...). The school will draw up the programme to include the most interesting possibilities (of which we can provide a list) and naturally to reflect the interests of the students.

**IN CAMOGLI:** 1 week - programme (20 hrs / week) with four hours of lessons a day + 2 excursions staying on a half board basis at the teacher's house.



Camogli

## 6 – BREAD WINE AND LANGUAGE – FLORENCE AND LUCCA

This is a one or two-week programme and a pleasant way to practise the language and at the same time make friends and have fun.



The course is aimed at those who would like to combine studying the language with two interesting and enjoyable aspects of Italian culture: food and wine and, last but not least, the Italian countryside. During the morning you learn the Italian language in a group (from 9:00 to 13:00 Monday to Friday) and during the afternoon you explore the secrets of Tuscan wines and cookery through many varied activities and excursions.

## 7 – ITALIAN AND COOKING WITH "MAMMA" IN FLORENCE, LUCCA AND CAMOGLI

This one week programme offers the chance to study the Italian language in a class in the morning (Group course, 20 hrs/week, from 9:00 to 13:00 Monday to Friday) and to enjoy cooking and eating a Tuscan dinner with a special instructor: your Italian landlady.

What a great opportunity to practise and improve your Italian! The price includes: Italian language course in the morning, 4 cooking classes / dinner with the Signora where you live and accommodation in single room with breakfast for 6 nights.



Camogli

## 8 – TRAVEL AND LEARN: SEASIDE AND CITY

*Private Tuition + group course*

1 week at Camogli for an individual course (15 hrs/week) then one week in Florence or Lucca in a group course (20 hrs/week 'Italian Language and Culture'). Single room with breakfast in a private home (staying with a family or single person) in Lucca / Florence and staying (with breakfast) in the teacher's house at Camogli

## 9 – INTERNSHIP

*Italian Language Course + Work Experience*

Koinè offers the opportunity of combining the study of the Italian language with an unpaid period of practice in an Italian company or organisation. The work experience is possible in different fields of work according to the studies and qualifications of the student.

## 10 – CILS

The objectives are to take the students up to an advanced level of proficiency in Italian and prepare them for the proficiency in Italian examinations of the Italian Universities. The course content is based on the syllabus of the University as well as on previous examination.

## 11 – TEACHER REFRESHER COURSE IN FLORENCE AND LUCCA (ITALIAN AS SECOND AND FOREIGN LANGUAGE)

*Individual training:* It is a 2 week course, with a very practical approach. The course includes (minimum 60 hrs / 2 weeks):

- General Italian Course or work in peer with a teacher trainer = 20 lessons
- (One-to-one) Tuition on Methodology, and any other topics the candidate may wish to cover for teaching purposes = 2 lessons each afternoon (14:00-16:00) = 10 lessons
- Further activities 10/12 hrs – 2/3 days per week
- Teaching practice sessions through class observation = 20 lessons

## 12 – TEACHER TRAINING COURSE IN FLORENCE AND LUCCA

*Group Course:* Theory and practise, lectures and workshops.

## 13 – INTENSIVE... AND RELAXING WEEK IN FLORENCE AND LUCCA

*One week Programme Group Course + additional activities in the afternoon.* The course fee (1 week) includes all entrances and transport costs, 5 meals, 20 hrs of classes/week.

## PROGRAMMES IN SPECIAL AREAS OF INTEREST (ON REQUEST)

We also offer flexible programmes for people wanting to combine language study with areas of specialist need or personal interest. These programmes are "tailor made". On request we will be pleased to arrange:

### ITALIAN LANGUAGE AND WINE (PERSONAL TUTOR)

Wine can be a very special interest and a nice way to explore the tuscan landscape. What about an individualized programme including wine tastings and visit of wineries?

### PAINTING COURSE IN THE ARTIST'S STUDIO IN FLORENCE

The course is held in an historical studio-atelier of a florentine artist in the centre of the town. Painting and/or drawing lessons for small groups are offered for 2, 3 or 4 weeks: 2 or 3 lessons in the afternoon of 3 hrs each. On request 1 hour of history of art will be offered at the beginning of every lesson. The course is conducted in Italian or in English; the teacher follows the progress of his students individually.

### ITALIAN LANGUAGE AND PHOTOGRAPHY WORKSHOP IN FLORENCE AND LUCCA

Travel -, Street -, Architectural -, Landscape -, Portrait - and Fashion - Photography (Studio Lighting, Digital Darkroom, Eye-catching images of clothes, accessories, and models, Internal and external environments), Photo Tips.



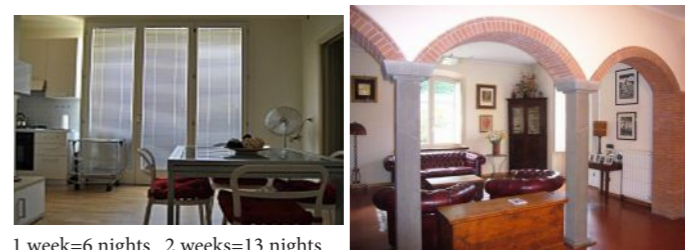
In addition to theory and practice students are expected to produce a detailed portfolio of their own work, with photos from the workshop that they would like the tutor to review and discuss. From beginners level to advanced courses for those students who wish to further their creativity or gain a solid grounding in professional photography skills.

# Accommodation

We know that an important part of your stay is comfortable and friendly accommodation. We want you to be happy with where you are staying, so that you can study well and enjoy your stay. This is the reason why The Koinè Centre offers an accommodation booking service which will, on request, book accommodation for you for the duration of the course. The booking service is free of charge to our students. When you fill in our booking form, please choose the type of accommodation you require and we will be glad to arrange the accommodation you have chosen: host family ( with/without meals, with / without the use of the kitchen facilities ), shared apartment, independent apartment, bed & breakfast, hotel...

We carefully select and inspect the accommodation offered to ensure that you have a pleasant and comfortable stay and we aim to fulfil any special requests you may have. Accommodation is at students' disposal from the Sunday before the beginning of course until the Saturday morning following the end of the course.

If you choose the home-stay option ( with a family, with a single person or in a shared apartment ), we will confirm your booking as soon as possible and then send you full details of the accommodation at least ten days before the course starting date. We highly recommend this type of arrangement as it provides further opportunities for practising the language outside the school and an insight into the Italian way of life.



1 week=6 nights 2 weeks=13 nights  
3 weeks= 20 nights 4 weeks= 27 nights

**Rooms with families, singles or in students' apartments (Florence, Lucca, Bologna)**

WITH KITCHEN FACILITIES	Weeks	Single	Double
	1	€ 175	€ 150
	2	€ 285	€ 230
	3	€ 370	€ 300
	4	€ 450	€ 350
WITH BREAKFAST			
	1	€ 190	€ 165
	2	€ 320	€ 265
	3	€ 440	€ 370
	4	€ 545	€ 445
WITH HALFBOARD			
	1	€ 262	€ 237
	2	€ 476	€ 421
	3	€ 680	€ 610
	4	€ 869	€ 765

### Hotels

FLORENCE		Single	Double
<b>Hotel Balcony</b> 2 star hotel in the town centre, 10 minutes walking distance from school.	Per day	€ 70	€ 103
<b>Hotel Benivieni</b> 3 star hotel, 10 minutes walking distance from school. Air conditioning.	Per day	€ 105	€ 125

LUCCA		Single	Double
<b>Guest houses</b> In the centre inside the walls, rooms with bathroom.	Per day	€ 65	€ 80
<b>Hotel Puccini</b> Little 3 star hotel in the main square Piazza S. Michele.	Per day	€ 67	€ 98
<b>Hotel S. Luca</b> 4 star hotel in the centre of the town. Wi-fi.	Per day	€ 90	€ 150

BOLOGNA		Single	Double
<b>Hotel S. Vitale</b> 2 star hotel 5 minutes walking distance from the school	Per day	€ 67	€ 94
<b>Hotel Touring</b> 3 star hotel in the centre. Air conditioning.	Per day	€ 92	€ 150

Hotel prices are for rooms with bathroom and breakfast except for Hotel S. Vitale in Bologna (rooms with bathrooms but no breakfast).

\*DOUBLE PRICES FOR PRIVATE ACCOMMODATION ARE PER PERSON

# How to Book

To book a course, please:

- fill in the booking form clearly indicating the student's name, the type, starting date and duration of the course and the type of accommodation requested (if required)
- Send the completed booking form and the deposit of Euro150, or the full course fee, to

Centro Koinè,  
Via Mordini n.60, Lucca 55100, Italy.  
info@koinecenter.com

C. The booking is made upon receipt by the school of the booking form and deposit/course fee.

**The school will confirm the course booking and, where accommodation has been requested, the accommodation booking.**

The balance of the course fee must be paid, at the latest, on the course starting date. Where the balance is paid on the course starting date payment must be made in cash. If you have any questions, or require any help before you book a course with us, please email us at any time, at info@koinecenter.com

### How to pay

- Online [www.koinecenter.com](http://www.koinecenter.com) (by credit card)
- Cash, in person, at the school office.
- By Bank Transfer:

Bank Name: **UniCredit**  
Account holder : Centro Koinè  
IBAN: IT45Y0200802848000401299203  
BIC Swift : UNCRITM1F17  
**Bank charges are to be met by the sender.**

## General Conditions

- **The course deposit, Euro 150, must be paid before the school can reserve a place on a course or arrange accommodation.**
- The deposit is non-refundable and non-transferable from person to person.
- The course fees are not transferable from person to person.
- Cancellation must be communicated to the school in writing at least 30 days before the course starting date. In this case only, and in no other circumstances, the advance payment/ deposit (less a Euro 50 administration charge) may be used as a credit for future courses.
- If the student fails to attend classes or decides not to attend classes or to shorten the course, she/he is not entitled to any refund.
- On no account can the tuition fee paid for group classes be transferred to individual tuition after the beginning of the course.
- No lessons will take place on public holidays\*. Individual lessons falling on public holidays may be rearranged by prior agreement with the course administrator.
- **Beginners should commence their course on course starting date. Non-beginners can start on dates other than the course starting dates listed.**

By sending the booking form and deposit/ course fee students indicate their full acceptance of these conditions.

• Public Holidays: Jan. 1, 6, Apr. 9, 25, May 1, Jun. 2, 24 (only Florence), Aug. 15, Nov. 1, Dec. 8