

Information and Conditions of Participation
for preparatory language courses at IIK e.V.
(as of January 2021):

Persons entitled for participation:

1. Persons who hold a university entrance qualification who are planning to study at the Georg August University Göttingen
2. Persons who do not meet one of the mentioned requirements only in agreement with the coordinator.

Application procedure:

After IIK e.V. has received the online registration form and your last language certificate, you will receive information by email about free places in the selected courses and about payment. Processing can take 6-10 working days.

After your place has been confirmed, the full course fee for the first course must be paid within approx. 2 weeks. You will receive the exact payment term in the confirmation email.

If you need a long-term visa for Germany and a certificate of enrolment for more than one course, you must also pay the registration fees for each follow-up course you wish to attend. The remaining fee can be paid in the first week of the respective course.

After transferring the course fee(s), please send us a copy of the transfer receipt by e-mail.

We will cancel your registration without further request for payment if we have not received payment by the date stated in the confirmation email.

Course fees:

Please note that our course fees are subject to change!

| Course | Total course fee | Registration Fee | Final Payment |
|--------------------------|--------------------------|------------------|---------------|
| A1-C1 | 499€ | 230€ | 269€ |
| DSH-Crash | 195€ | 195€ | None |
| TestDaF-Crash | 149€ | 149€ | None |
| TestDaF-Crash compact | 119€ | 119€ | None |
| C1 telc Hochschule Crash | 195€ | 195€ | None |
| Other courses | As stated in the program | 100% | None |

Bank Account Name: IIK e.V., Bank Name: Sparkasse Goettingen

Account Number: 134676, Bank Code: 260 500 01 IBAN: DE13 2605 0001 0000 1346 76

FOR FOREIGN BANK TRANSFER: SWIFT/BIC: NOLADE21GOE

Please **add €20** for international bank charges to the amount you send.

⚠ Please quote your first and last name, the course title and the course start date as reference when paying by bank transfer (e.g. Peter Mustermann, A2 ab 4.1.21)!

Processing fees in case of cancellation or changing of courses

In the listed cases processing fees are due as follows:

- course changing (level or date): **€50 per course (max. €150)**
- cancellation due to visa refusal: **€30** (plus possibly already withheld processing fees)
- cancellation of one or more courses (fees are charged for a **max. of 3 three courses**)
 - ☞ withdrawal **earlier than 28** days before the course starts: **€90 per course**
 - ☞ withdrawal **28-15 days** before the course starts: **€160 per course**
 - ☞ withdrawal **14 to 1 day(s)** before the course starts: **€230 per course**

The DSH-Crash, TestDaF-Crash, C1 telc Hochschule Crash and skills training courses are **excluded** from these regulations; the complete course fee is **not refundable**.

After the course has started, it is not possible to change or cancel the course and the complete course fee is due.

Additional charges for bank transfers have to be borne by the participants.

We reserve the right to inform the immigration office about changes and cancellations.

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- Placement test** Before the course starts, every new participant (expect prospective students of A1) has to sit a placement test to confirm the language level.
- If the result does not correspond to the course you registered for, we will recommend a suitable course. We cannot guarantee a free place in another course. The course fees you paid in advance minus possibly already withheld processing fees will be transferred to the new course.
 - If you don't want to follow our recommendation all course fees you paid in advance minus possibly already withheld processing fees are refundable.
- Re-registration:** Once you are attending one of our courses, there is always a place **reserved** for you in the following courses up to C1 as long as you not wish to quit the program.
If you would like to participate in the following course, at least the registration fee (€230) has to be paid by transfer **3 weeks before the course is starting** without any further request from our side to confirm your re-registration. You can also transfer the full course fee (€499) at once.
If we have not received any payments until the date as stated below, we will give your place to other prospective students from the waiting list.
If it is not possible for you to pay in time, please write us an e-mail.
If you are not allowed to attend the following course because of your overall grade (under 69%), we will refund the fees you already paid or transfer them to the course you wish to repeat.
If you re-register 3 weeks before the following course is starting by payment and decide later to cancel the course or change the date, changing fees or cancellation fees are due (please refer to "**processing fees**")
- Cancellation:** If the number of participants is too low, we as the organiser reserve the right to cancel the course and to refund the course fees paid, including the registration fees; minus the costs incurred by IIK (such as bank charges, postage costs).
We reserve the right to change course dates, times and the course programme.
- Additional costs:** The course fee does **not include** fees for the **DSH, TestDaF or C1 telc Hochschule exams or course materials.**
- Visa:** We strongly advise that you apply for your visa early. At your request we can send a registration confirmation to you via email (free of charge) or by post for a fee.
- Accommodation:** Unfortunately we are not able to organise or provide you with accommodation during your time at IIK. For helpful information on finding accommodation in Göttingen, visit our webpage: <http://www.iik-goettingen.de/kurse/studienvorbereitende-deutschkurse/unterkunft-fuer-sprachkurs-teilnehmerinnen>.
- Further Information:** More details can be found on our webpage in the FAQs
- Validity:** The here accepted conditions of participation are valid as long our courses are participated.
The above-mentioned fees and conditions for withdrawal are valid as long as the participation at IIK e.v. is not explicitly cancelled in writing.
- Special arrangement:** If no classroom courses can take place due to official regulations, the courses will be held online and the course concepts will be adapted. You will find up-to-date information on the IIK Göttingen e.V. homepage.