

Information and Conditions of Participation for study and exam preparation language courses at IIK Göttingen e.V.

(Status May 2024, valid for courses as of 05/2024)

Persons entitled to participate:

1. Persons with a university entrance qualification who are planning to take up or continue their studies at the Georg-August-Universität Göttingen or at other universities.
2. For interested persons without the above-mentioned precondition, participation is possible after agreement with the course coordination.

Registration process:

Once IIK e.V. has received the online registration form and your 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.

Once you have been confirmed a place, the **registration fee of 400€ for each booked course at level A1-C1** must be paid within around 2 weeks. You will receive the exact payment deadline in the confirmation email. The remaining fee for each course can be paid in the first week of the respective course.

After the confirmation of the place, the **full course fee for each booked exam preparation course** must be paid within around 2 weeks, you will receive the exact payment deadline in the confirmation email. After transferring the course fee(s), please send us a copy of the transfer receipt by email.

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

Creditor

Account holder: IIK e.V., **Financial institute:** Sparkasse Göttingen

IBAN: DE13 2605 0001 0000 134676

SWIFT: NOLADE2H, **BIC:** NOLADE21GOE,

To cover the bank charges for an international bank transfer, please add 20,00€ to the transfer amount

 **Please be sure to state the name of the participant, course name and course start date (e.g. Petra Mustermann, A2 ab 3.1.22)!**

Processing fees for change of booking or cancellation:

Processing fees are due and remain with us as organiser in the following cases:

- **Change** to another course (level or course start): **50€** per course (max.150€)
- **Cancellation** due to **visa refusal**: **50€** processing fee per course (plus any processing fees already retained and only on presentation of the refusal letter).
- **Cancellation** of one or more booked courses (fees will be charged for max. 3 courses):
 - Cancellation **up to 14 days** before course start: **160€ per course plus** any previously granted discounts for courses already attended.
 - Cancellation **less than 14 days** before course start: **No more cancellations possible. No course fees** will be refunded.

DSH-Intensiv and special courses are excluded from this regulation: **No course fees will be refunded here.**

Once the course has started, rebooking or cancellation is no longer possible and the **full course fee** is due.

Bank charges are your responsibility as a participant/interested party.

We reserve the right to inform the immigration authorities about changes and cancellations of your booking.

Placement test

Before the course starts, all new participants (except applicants for A1) have to take a placement test and confirm their language level.

If the result does not match the course you have registered for, we will recommend a suitable course. We cannot guarantee free places in any other course. Any fees already paid will be transferred to the

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new course at no further cost, minus any processing fees already paid.

If you do not wish to accept this recommendation, you will receive a full refund of the fees already paid, less any processing fees already paid.

Course change after course start Changing courses after the start of the course is only possible in agreement with the course coordination.

Repetition If you do not pass a course, you can repeat the level. Regardless of your booked course programme, you will have to pay the full course fee again.

If you do not wish to repeat the course, you will be refunded the fees you have already paid, minus any processing fees and course price differences.

Supporting programme The offers from the supporting programme are included in the course price, participation is voluntary. Please refer to the announcements on the homepage for the current programme. If demand is high, there may be a shortage of counselling places. We cannot guarantee participation in all desired options.

Course cancellation/ Changes If the number of participants is too low, we as the organiser reserve the right to cancel the course and refund the fees already paid; minus the costs incurred by IIK (such as bank charges, postage costs). We reserve the right to make changes to the course dates, times and programme.

Additional costs The **examination fee** for the DSH or TestDaF examination and the costs for **teaching materials** are **not included** in the course fee!

Registration for DSH and TestDaF exams The IIK does not organise examinations for language proficiency for university admission. For candidates from IIK courses, the IIK Göttingen reserves examination places with cooperation partners. **Interested candidates must register themselves within the registration time limit.**

Hygiene rules The current hygiene regulations must be observed in any case and the instructions of authorised persons must be followed. In case of non-compliance, the IIK Göttingen e.V. or the course instructor is entitled to **immediately suspend** the participant from the course.

Special arrangements If no face-to-face courses can take place due to official regulations or current circumstances, the courses will be held online and the course concepts will be adapted. Up-to-date information on this can be found on the IIK Göttingen e.V. homepage

Visa Schedule enough time for your visa application process. If you request it, we will send you the application confirmation by e-mail (free of charge) or by post (for a fee).

Validity The conditions of participation accepted here are valid as long as you attend our courses as a participant. The payment and withdrawal deadlines mentioned here as well as all other conditions of participation are valid until participation in the IIK ends through the end of the booked course programme or through written cancellation of the booked courses.

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Course program / Course fees

Subject to change!

Course	Course fee per course	Registration fee per course	Remaining fee per course	Teaching units per course
A1.1	475,00 €	250,00 €	225,00 €	75
A1.2	475,00 €	250,00 €	225,00 €	75
A1	899,00 €	400,00 €	499,00 €	150
A2.1	475,00 €	250,00 €	225,00 €	75
A2.2	475,00 €	250,00 €	225,00 €	75
A2 complete	899,00 €	400,00 €	499,00 €	150
B1.1	475,00 €	250,00 €	225,00 €	75
B1.2	475,00 €	250,00 €	225,00 €	75
B1 complete	899,00 €	400,00 €	499,00 €	150
B2.1	899,00 €	400,00 €	499,00 €	150
B2.2	899,00 €	400,00 €	499,00 €	150
C1.1	475,00 €	250,00 €	225,00 €	75
C1.2	475,00 €	250,00 €	225,00 €	75
C1 complete	899,00 €	400,00 €	499,00 €	150

DSH preparation courses

Participants who have attended at least one other 5/6-week course at the IIK up to 6 months before the start of the course will receive a discount on the course price in the designated courses.

Course	Course fee	Reduced course fee for IIK participants
DSH-Intensiv 75 TU	449€	429€
DSH-Intensiv 100 TU	599€	579€