

Learn Italian in Milan

Application form, Dates and Fees 2017

HOW TO BOOK A COURSE

- 1. Please complete the application form and return it by post, fax or e-mail to International House Milan**
Piazza Velasca 5 - 20122 Milano - Italy
Tel. 0039 02 8057825 - Fax 0039 02 86911097
E-mail: infomilano@ihmilano.it
- 2. International House will send you:**
 - Confirmation of registration
 - Payment receipt for course and accommodation fees (the invoice will be forwarded on receipt of payment)
- 3. Before your arrival, please e-mail the school:**
 - A copy of your bank payment receipt (see "General Conditions")
 - Your arrival details
- 4. On the first day of your course:**
 - Please arrive at school at the time shown on your confirmation letter
 - Bring a copy of the confirmation of registration and proof of payment with you.

YOUR COURSE FEES INCLUDE

- Tuition as described
- Placement test
- Welcome pack on arrival
- All course books and extra material distributed during the course
- End of Course Certificate on completion of course
- Free SOS Italian tutorials

School services, valid for 12 months:

- Free internet and Wi-Fi
- Use of school library and self-study centre
- Free books and DVD rental
- IH student card for discounts in selected shops and restaurants
- Access to social programme

You can also book all courses on our website:

www.ihmilano.com





REGISTRATION FEE for all courses: € 80,00

DAY TIME GROUP COURSES

	Standard (20 lessons/week) <i>(10:00 - 13:15, Mon to Fri)</i>	Intensive (28 lessons/week) <i>(10:00 - 13:15 Mon to Fri / 14:30 - 16:00 Mon to Thurs)</i>
1 week	€ 223.00	€ 293.00
2 weeks	€ 385.00	€ 500.00
3 weeks	€ 560.00	€ 745.00
4 weeks	€ 716.00	€ 938.00
Price per additional week	€ 177.00	€ 232.00

Long-term packages standard course

Trimester programme, 12 weeks € 2016.00 (Extra week up to 23 weeks € 168.00)

Starting dates: *Beginners* 9 Jan, 6 Feb, 6 March, 3 April, 8 May, 5 June, 3 July, 31 July, 4 Sept, 2 Oct, 30 Oct, 27 Nov
Other levels Any Monday

SUPER INTENSIVE PROGRAMMES

Group + elective one-to-one options:

General, Business, Fashion, Design, Tourism, CELI and CILS exam preparation

Standard Course + 10 one-to-one lessons

€ 630.00 per week

EVENING GROUP COURSES

General Italian

Short programme - 8 weeks
Medium programme - 12 weeks
Long programme - 24 weeks

Twice per week (4 lessons)

(19:00 - 20:30 Mon and Wed or Tues and Thur - depending on level)

€ 295.00
€ 450.00
€ 840.00

Starting dates: *Beginners* weeks of 16 Jan, 10 Apr, 18 Sept
Other levels Any week (no evening courses in August)

EXTENSIVE PERSONALISED COURSES

(also via Skype!)

Minimum booking: 20 lessons

One-to-one, cost per lesson
Two-to-one, cost per lesson

General Italian

€ 46.00
€ 28.00 per person

Professional Italian

€ 52.00
€ 31.00 per person

INTENSIVE EXECUTIVE PROGRAMMES

(one-to-one)

Semi-intensive, 20 lessons/week
Intensive, 30 lessons/week
Full Immersion, 45 lessons/week

General Italian

€ 880.00
€ 1290.00
€ 1890.00

Professional Italian

€ 1020.00
€ 1500.00
€ 2250.00

SPECIAL PROGRAMMES

Italian for Fashion&Design

2 week programme:
4 week programme:

Standard Course + 8 focus lessons (28 lessons/week)

€ 530.00
€ 980.00

Starting dates: 20 Feb, 3 July, 18 Sept

Italian with Internship:

€ 1292.00 start any Monday, 8 weeks

Enjoy 50+ ...e non solo! Milano da vivere

€ 795.00 8-19 May, 4-15 Sept (2 week Standard Course + activities)

Italian for Business

€ 260.00 12-23 June (2 weeks, 10 lessons/week, 14:30 - 16:00, Mon-Fri)



Learn Italian in Milan

Registration Form

Write clearly in BLOCK CAPITALS. Mark the boxes with a tick: ✓

Family Name _____ First Name _____

Male Female Date of birth _____ Nationality _____

Mother tongue _____ Occupation _____

Home address _____

Tel. _____ Fax _____ E-mail _____

Company/School _____

Where did you hear about IH Milan? Internet Poster or Flyer Friend Agent Other _____

If Internet, please specify the website _____

If agent, please give their name _____

Your personal details will be processed in accordance with the provisions of Italian law 196/03 concerning the privacy of data. They will be used for the purposes of your enrolment on the course and for future communications about our company's activities.

Tuition

Group Courses Standard (20 lessons/week)
 Intensive (28 lessons/week)

Super Intensive Programmes General Business Fashion
(Choose your elective one-to-one) Design Tourism CELI Cils

Evening Group Course Short programme
 Medium programme
 Long programme

Personalised Programme General Professional
 1-to1 2-to-1 N. of lessons _____

Executive Programmes Semi-intensive
 Intensive
 Full immersion

Special Programmes Italian for Fashion&Design
 Italian with Internship
 Enjoy 50+...e non solo! Milano da vivere
 Italian for Business
 Other special programme _____

Course information

Starting date _____

Finishing date _____

N. of weeks _____

Language Level

Have you ever studied Italian?

No Yes: for how long _____

Describe your approximate level*:

- Beginner (A1)
 Elementary (A2)
 Pre-Intermediate (A2)
 Intermediate (B1)
 Upper-Intermediate (B2)
 Advanced (C1)
 Proficiency (C2)

*A level test will also be sent before arrival

Follow us!





Payment

Please mark your chosen method of payment

- I will pay the total amount by Bank Transfer to
International House srl
UNICREDIT BANCA
Account number: 000100485736
ABI 02008 - CAB 33712
IBAN: IT29S0200833712000100485736
BIC-Swift Code: UNCRITM1M5A

- I will pay the total amount by Credit Card (American Express excluded)

Please note that all payments should be made in Euro and that **bank charges** are to be met by the sender.

General Conditions

Minimum Age: 16 years

Group Size: Maximum 10 students, minimum 4, average 6 students per class.

Lessons: Each lesson lasts 45 minutes.

Payment: The total amount is to be paid to the school (after receipt of written confirmation) 4 weeks before the start of the course. If your course starts in less than 4 weeks, payment must be received in full at the time of booking. The invoice is issued upon receipt of confirmation of payment. Enrolment will be considered valid only when payment is received not later than one week before the start of the course.

Cancellations: All course fees must be paid in advance. A minimum of 14 working days' notice in writing (fax, e-mail or letter) is required for changes to the course schedule, postponement or cancellation of the booking.

If a course is cancelled with fewer than 14 working days' notice, there will be a charge equivalent to one week of the course booked. The registration fee, the accommodation placement fee and the courier fee are non-refundable.

If you wish to suspend your Standard and Intensive course, we require one week's notice in writing. *Evening classes cannot be suspended.*

Individual lessons must be cancelled with at least 48 hours' notice. 20% max of course can be cancelled.

The school reserves the right to cancel any group course or to offer a reduced timetable if the minimum number of 4 students is not reached (3 students: 75% of lessons; 2 students 50% of lessons).

No refunds can be made after a course has started.

Public holidays: The school will be closed on the following dates:

24 Dec 2016- 2 Jan 2017, 6 Jan, 17 April, 25 April, 1 May, 2 June, 15 Aug, 1 Nov, 7 and 8 Dec, 23 Dec 2017 - 2 Jan 2018

In addition to these dates, group courses will also be suspended from 4 to 8 Jan 2016.

Please note that no lessons take place on public holidays. There is no reduction in fees when a course includes a public holiday and classes are not compensated for.

Photos and videos: IH Milan may use photographs or images of students for promotional and advertising purposes.

Complaints: If there were any issues that you think the school could have handled better, please write to infomilano@ihmilano.it and your complaint will be dealt with.

Responsibility: The school is not liable for the loss of property on the premises.

Safety: Our school complies with the provisions of Italian law 81/08 concerning safety. Please use the school's equipment and premises with due care and attention to ensure both your safety and that of others.

Declaration & Signature

The undersigned hereby agrees to the General Conditions, which have been read and understood, accepts full responsibility for the payment of all course fees, and confirms that the information given on this form is complete and correct.

Signed _____ Date _____

Please return to: Fax: + 39 02 86911097
E-mail: infomilano@ihmilano.it

AGENT'S STAMP

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