

# AGENTS' MANUAL

Learn German &  
Experience Vienna!

## GERMAN COURSES

for adults 16+  
in Vienna and  
online

## SUMMER COURSES

for young people  
12-17 and 16-19  
in Vienna and  
online

# ACTILINGUA

A c a d e m y

2021/2022

[www.actilingua.com](http://www.actilingua.com)

# Welcome to ActiLingua

## in Vienna/Austria - three school sites in premium locations

### Modern year-round school in Vienna for adults 16+

- ▶ Centrally located in Vienna's embassy district; opposite "Schloss Belvedere". City centre (Stephansplatz) 15 minutes by public transport.
- ▶ Completely renovated, partly air conditioned and non-smoking Art Nouveau building.
- ▶ Bright, modern, friendly and well-furnished classrooms. Multimedia library featuring 20 workplaces with computers and FREE internet access (WiFi) and library.
- ▶ 10-15 additional classrooms and sports grounds; dependance Sacré Coeur next door.
- ▶ Student lounge with coffee, cold beverages and snacks.



Barbara Ernst  
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### Two residential schools in summer

#### SUMMER SCHOOL 12-17 YEARS

- ▶ Spacious campus with park and sports facilities in central location.
- ▶ 20 or 30 lessons per week, 1-5 weeks.
- ▶ On-campus accommodation in Standard (4-6 bed) or Superior (3-4 bed) rooms, full board.
- ▶ 24/7 support and supervision.
- ▶ Daily leisure and cultural programme.
- ▶ OSD Zertifikat Deutsch Österreich B1/Jugendliche.

#### HOLIDAY COURSE 16-19 YEARS

- ▶ Spacious school grounds with park and sports facilities next door to ActiLingua Academy 16+.
- ▶ 20 or 30 lessons per week, 2-6 weeks.
- ▶ Accommodation in Student House, shared room, half-board.
- ▶ Included 4 times per week: Sports, cultural and social activities, evening programme.

### NEW: Live Online German Courses

- ▶ Ideal for students who wish to study German wherever they are.
- ▶ Broad course offer for adults 16+ as well as for teens 12-18 years.
- ▶ **Group** or **individual** courses.
- ▶ Held online and live by a **native speaker teacher**.
- ▶ Include 2 live **online cultural programmes** per week.



Scan this code and see our complete live online course offer.

### Accommodation options

**ActiLingua Residence** (year-round): with 20 Superior and Standard Apartments with hotel service. Well-furnished and modern apartments await you in a recently renovated Art Nouveau building in a convenient location. Both the school and the city centre are accessible in 10-15 minutes by public transport.

**Standard apartments:** Single or twin

room with other ActiLingua students in an apartment (60-75 m<sup>2</sup>) with TV, radio, free WiFi. Shared use of kitchen, bathroom and toilet. Service: Rooms are cleaned twice a week.

**Superior apartments:** Apartment (30-40 m<sup>2</sup>) for single use with private bathroom and toilet. Sat TV, radio and free WiFi.

Service: Rooms are cleaned daily, Monday through Friday.

**Meals:** The apartments feature a fully equipped kitchen, perfect for preparing your own food. Students can also book breakfast or half-board.

**Host family** (year-round): single or twin room, breakfast or half-board.

**Apartment** (year-round): single or twin room, self-catering.

**Student House** (July-August): single or shared bed room, breakfast or half-board.

## Experience Vienna!

#### CONTACT US

**Booking office:** ActiLingua Academy – Language Studies GmbH & CO KG  
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#### VIENNA – CITY OF ART & MUSIC

- ▶ Worldwide number 1 in **Quality of Living** (Mercer Study), smartest city in the world, based on sustainable use of resources and innovation (2019).
- ▶ One of the top 5 **safest capitals** of Europe.
- ▶ Unique blend of **history and modernity**, imperial traditions and urban culture.
- ▶ **Art treasures** and exhibitions at more than 100 museums.
- ▶ Classical **music** (Mozart, Schubert, Strauß) meets young & lively music scene.

#### GERMAN LANGUAGE

Students will learn "Hochdeutsch", which is the standard form of the language spoken throughout the German speaking world.

#### WEATHER IN AUSTRIA

Austria's climate is generally moderate and mild. Average summer temperatures range from 20°C to 30°C, the average winter temperature is around 0°C.

# German Courses

STANDARD	INTENSIVE	SUPER-INTENSIVE	BUSINESS GERMAN
25 lessons per week German course (20) + cultural and special interest programme (5)	35 lessons per week German course (20) + minigroup (10) + cultural and special interest programme (5)	35 lessons per week German course (20) + individual tuition (10) + cultural and special interest programme (5)	35 lessons per week Standard Course (20) + Business German (10) + cultural and special interest programme (5)
Group course (max. 12 students)	Combination of Standard Course and minigroup lessons (max. 8 students)	Combination of Standard Course and individual tuition	Combination of Standard Course and Business German in minigroup lessons
1-52 weeks	1-52 weeks	1-11 weeks	1-2 weeks
INDIVIDUAL TUITION	CERTIFICATE PREPARATION	GERMAN TEACHERS' COURSE	UNIVERSITY PREPARATION & ENROLMENT GUIDANCE
10, 20 or 30 lessons per week 2, 4 or 6 lessons per day	+ 8 group lessons or + 4 individual lessons Exam preparation of OSD & TELC certificates	German Teachers' Course: Teacher training (20) + cultural and special interest programme (5) per week for non-native German teachers German and Teacher Training: Standard Course (20) + cultural and special interest programme (5) per week + teacher training (7)	+ Exam preparation course (8 group lessons) + 2 tutorials + Examination fee: OSD Zertifikat B2 or C1
One-to-one tuition	Combination of German course and exam preparation		University German exam preparation and 2 tutorials on university system. Enrolment Guidance.
1-12 weeks	2 weeks	2 weeks	8-52 weeks
GERMAN AND WORK EXPERIENCE	GERMAN AND MUSIC	HOLIDAY COURSE 1 OR 2 (16-19 YEARS)	SUMMER COURSE 1 OR 2 (12-17 YEARS)
25 or 35 lessons per week	+ 1 instrumental lesson per week + 1-3 theory subjects per week	25 or 35 lessons per week 4 or 6 lessons per day	20 or 30 lessons per week 4 or 6 lessons per day
German course followed by an internship in a selected Austrian company.	Parallel to the German course, students have music tuition at the conservatory.	German course in groups of max. 15 students; Accommodation, activity programme included.	German course in groups of max. 15 students; Accommodation, full activity programme included.
8-52 weeks	4-52 weeks	1-6 weeks	1-5 weeks
GERMAN IN THE CITY	GERMAN FOR ADULTS 50+	GERMAN AND YOGA	LIVE ONLINE COURSE
Standard/Intensive Course + tuition outside the class room 2/4/6 lessons per week	20 or 30 lessons per week	Standard/Intensive Course + 2 Yoga sessions/week	For adults 16+ and for teens Study German wherever you are.

## Cultural, leisure and special interest programme

We want to communicate more than the German language. ActiLingua's packed activity programme and special interest classes will present a diverse view of Vienna, Austrian culture and the German language. (5 lessons per week are included in the price).

## Course levels and Certificates

### PLACEMENT

After a written assessment test and an oral assessment interview, students are placed in the appropriate level. The written assessment test takes approximately 60 minutes.

### COURSE LEVELS

We offer 8 course levels from A1 to C2, each with a 4-8 week syllabus, according to the Common European Framework of Reference for Languages. Levels: from absolute beginner to advanced.

### CERTIFICATES

ActiLingua is an examination centre for the Austrian German Language Diploma (OSD) with 380 examination centres in 30 countries.

- ▶ OSD Zertifikat A1/A2
- ▶ OSD Zertifikat B1
- ▶ OSD Zertifikat B2
- ▶ OSD Zertifikat C1
- ▶ OSD Zertifikat C2

ActiLingua Certificate for students who have attended their course regularly (at least 90 %).



# Dates and Prices 2021 for adults 16+

1-11 weeks	STANDARD	INTENSIVE	SUPER INTENSIVE	BUSINESS GERMAN
Lessons/week	25 lessons	35 lessons	35 lessons	35 lessons
1 week	273.-	397.-	683.-	397.-
2 weeks	445.-	693.-	1,265.-	693.-
3 weeks	617.-	989.-	1,847.-	-
4 weeks	789.-	1,285.-	2,429.-	-
extra week	172.-	296.-	582.-	-

12-52 weeks	LONGTERM STANDARD	LONGTERM INTENSIVE
Lessons/week	25 lessons	35 lessons
12 weeks	1,853.-	3,221.-
16 weeks	2,437.-	4,261.-
24 weeks	3,605.-	6,341.-
36 weeks	5,357.-	9,461.-
extra week	146.-	260.-

1-12 weeks	INDIVIDUAL COURSE
10 to 30 lessons/week	640.- to 1,815.-*
<b>GERMAN IN THE CITY</b>	
2/4/6 lessons/week	100.-/200.-/300.-/week
<b>GERMAN AND YOGA</b>	
2 sessions/week	40.-/week**
<b>GERMAN FOR ADULTS 50+</b>	
2 weeks (25 lessons/week)	445.-

**Starting Dates** - every Monday.

**Beginners:** Jan. 4 / Feb. 1 / March 1 / March 29 / May 3 / June 7 / July 5 / Aug. 2 / Aug. 30 / Sept. 27 / Nov. 2 / Nov. 29, 2021 / Jan. 3, 2022

**Business German:** (from B1.1)

May 3 / July 12 / Aug. 2 / Aug. 30, 2021

**German for Adults 50+:** March 29 / May 3 / Aug. 30 / Nov. 29, 2021

\* Reduction: 2 participants -40%, 3 participants -50%.

\*\* In addition to the booked German course.

**Excursions** (optional) (net)

- ▶ **Full-day excursions** (approx. EUR 25.- to 70.-): e.g. Salzburg, Wachau, Lake Neusiedl.
- ▶ **Half-day excursions** (approx. EUR 10.- to 40.-): e.g. Klosterneuburg, Burg Kreuzenstein, Laxenburg, Hinterbrühl grotto, UNO-City.

**Included in the price**

- ▶ 20/30 lessons German course per week (1 lesson = 45 minutes).
- ▶ 5 lessons cultural/special interest programme per week, e.g. Vienna guided tours; talks and videos about Austrian music, art, history, literature; Viennese Waltz course; party; sports.
- ▶ ActiLingua Certificate.
- ▶ ActiLingua vocabulary book.
- ▶ Course books may be borrowed for the whole course. Books can be bought at a 50 % discount from the school office.
- ▶ Use of computers, books, videos and magazines in the multimedia library.
- ▶ Student service at the school office: Monday-Friday.
- ▶ Free internet access (WiFi).
- ▶ Student manual with interesting tips on Vienna.
- ▶ ActiLingua Card entitling holder to discounts at a number of museums, theatres, restaurants, shops.

**Extras (net)**

- ▶ Transfer (from airport/station to accommodation) one way: EUR 42.-
- ▶ Public transport: EUR 17.10/week (subject to change).
- ▶ Travel Insurance Package: EUR 18.-/week.
- ▶ Cancellation Insurance: 4 % of the total amount.
- ▶ Key deposit (refundable): EUR 100.-
- ▶ Pocket money: min. EUR 80.-/week.
- ▶ Express letter (DHL): EUR 100.-

## Special programmes 16+ - OPTIONAL SUPPLEMENT TO BOOKED COURSE

2 weeks	CERTIFICATE PREPARATION COURSE OSD & TELC (net)			
Lessons	+ 8 lessons group course (min. 4 participants) or +4 lessons Individual Tuition			
Prices	Group course: 100.- or Individual Tuition: 178.-			
Examination Fee OSD	A2: 115.-	B1: 125.-	B2: 134.-	C1: 144.-
Examination Fee TELC	approx. 150.- (exam on request at external examination center)			

**Starting Dates OSD**

Jan. 18 (exam: Jan. 28/29) / March 1 (exam: March 11/12) / May 3 (exam: May 12/14) / July 5 (exam: July 15/16) / July 19 (exam: July 29/30) / Aug. 2 (exam: Aug. 12 /13) / Sept. 6 (exam: Sept. 16/17) / Nov. 8 (exam: Nov. 18/19).

**TELC** Feb. 1 / April 6 / May 31 / Aug. 16 / Nov. 15 or on request. Exam on request in your home country or in Austria.

**Included in the price**

8 group lessons or 4 individual lessons of examination preparation.

2 weeks	GERMAN TEACHERS' COURSE	
	German Teachers' Course	German and Teacher Training
2 weeks	Tuition only: 708.-	
Starting Dates	Jan. 18 / March 29 / July 5 / July 19 / Oct. 4	every Monday

**Included in the price**

- ▶ **German Teachers' Course:** 20 lessons teachers' training course (8-12 participants) per week or
- ▶ **German and Teacher Training:** 20 lessons general German course (8-12 participants) per week + 7 lessons of teacher training.
- ▶ 5 lessons cultural/special interest programme per week.
- ▶ The same services as a Standard Course.
- ▶ Welcome dinner (German Teachers' Course).

The German Teachers' Course meets the conditions for support from the EU-"Erasmus+" fund.

# Special programmes 16+

8-52 weeks

## UNIVERSITY PREPARATION AND ENROLMENT GUIDANCE (net)

Prices

University Preparation: 240.- / Enrolment Guidance: 495.- (course 8-52 weeks)

### Extras (net)

- ▶ Study fees: EUR 382 - 745.-/term at public universities. For EU or EEA nationals the fees are waived. Study fees for private universities on request.
- ▶ Accommodation after language course.

### Included in Enrolment Guidance

- ▶ Schedule for the path to your studies and visa support.
- ▶ Guidance for **submitting of enrolment documents** at 1-3 Austrian universities or for University Preparation Programme (Vorstudienlehrgang).

### Included in University Preparation

- ▶ 8 group lessons **exam preparation**.
- ▶ **Examination fee:** OSD Zertifikat B2 or C1.\*
- ▶ **2 free tutorials:** Advice on the Austrian system of higher education and help with choice of study programme and university with the ActiLingua university advisor.

\*Students required to attend the University Preparation Programme (VWU) at Vienna University must pass the supplementary examination in German (EPD) directly at the VWU.

8-52 weeks

## GERMAN AND WORK EXPERIENCE (net)

Price

Placement Service Work Experience: 424.-

### Included in the price

- ▶ **Placement at an Austrian company:** telephone or personal interview; selection of a company suitable for the applicant.
- ▶ **Evaluation and final report** by the employer.

**Note:** Minimum duration: 4 weeks tuition + 4/8 weeks work experience. No specific position or employment location can be guaranteed.

Should no suitable position be found, we will refund EUR 290.-.

### Unpaid work experience

For students from non-European Union member states and the EU.

Applicants receive no remuneration and must pay for accommodation and board themselves (accommodation: approx. EUR 155 - 415.-/week).

### Starting Dates

every Monday. Beginners: see Standard Course.

### Paid work experience

For students from the EU, Norway, Iceland and Switzerland.

Remuneration: approx. EUR 330-800.- net per month for a 40-hour week. Accommodation and insurance are provided by the employer or financed by an appropriately higher salary. The availability of paid work experience is limited and can therefore only be offered to applicants with very good German skills.

4-52 weeks

## GERMAN AND MUSIC (net)

Lessons/week

+ 1 instrumental lesson and 1-3 theory subjects

Surcharge per week

76.-

### Included in the price

#### Placement at the Conservatory:

- ▶ 1 instrumental/voice lesson per week
- ▶ 1-3 theory subjects per week.
- ▶ Conservatory Certificate.

### Extras (net)

- ▶ **1 additional instrumental or voice lesson** per week: EUR 58.-/week.
- ▶ Practice facilities at the Conservatory approx. EUR 3.-/hour.

### Starting Dates

every Monday. Beginners: see Standard Course

### Holidays of the Conservatory

Public holidays and Oct. 27-31, 2020 / Dec. 24, 2020 - Jan. 6, 2021 / Feb. 1-6 / March 27- April 5 / May 22-24 / July 3 - Sept. 5 / Oct. 27-31 / Dec. 24, 2021 - Jan. 6, 2022.

Theoretical lessons may be cancelled without substitution during exam periods in September, January and June. No music teaching on holidays. Lessons cannot be made up subsequently.

# Accommodation 16+

## PER PERSON PER WEEK

Family/ Apartment	Twin	133.-
	Single	203.-
	Twin for Single	235.-
ActiLingua Residence Standard/ Student House	Twin	155.-
	Single	213.-
	Twin for Single	246.-
ActiLingua Resi- dence Superior (Apartment for private use)	1 person	395.-
	2 persons	278.-

### Host Family

Host families can be childless couples, parents with schoolchildren or older people whose grown-up children have left home. You have your own single or twin room. You share the bathroom and the kitchen with your hosts. **Meals:** Breakfast or half-board.

## Extras

High-season surcharge (July 04 - Aug. 28, 2021)	56.-/week
<b>Meals (Family, Residence, Student House):</b>	
Breakfast	50.-/week
Half-board	134.-/week
Transfer (net) (from airport/station)	42.- (one way)
Key Deposit (refundable)	100.-

Arrival: Sunday, Departure: Saturday.

### Apartment

Accommodation in a well-maintained flat shared with other ActiLingua students. Single or twin rooms with shared bathroom and kitchen. Cleaning once a week. Max. 20-40 minutes from school with public transport.

## ActiLingua Residence

Close to school and city centre (10-15 minutes by public transport). Quiet apartments located next to underground station. Newly renovated, typical Viennese Art Nouveau building. The apartments are modern and comfortably furnished. All apartments are equipped with telephone, radio, SAT-TV and free WLAN/Wi-Fi and a fully equipped kitchen.

- ▶ **Standard apartments:** Apartments, 60-75 m<sup>2</sup>, are shared with other ActiLingua students. 2-5 students share kitchen and bathroom. Cleaned twice a week.
- ▶ **Superior apartments:** Own apartment for 1-2 persons, 30-40 m<sup>2</sup> with shower/toilet and kitchen. Cleaned Monday through Friday.

**Meals:** Use of kitchen, breakfast or half-board.

### Student House (July/August)

Single, twin or shared bed rooms with breakfast or half-board. Arrival: Sunday, Departure: Saturday.

# Holiday Course 16-19 years



Scan this code and watch a video about our Holiday Course.



1-6 weeks

**HOLIDAY COURSE 1**

**HOLIDAY COURSE 2**

Lessons/week	25 lessons	35 lessons	Starting dates: July 4 / July 11 / July 18 / July 25 / Aug. 1 Total beginners only July 4 and Aug 1. Arrival: Sunday; Departure: Saturday
2 weeks	1,271.-	1,471.-	July 4 - July 17 / July 11 - July 24 / July 18 - July 31 / July 25 - Aug. 7 / Aug. 1 - Aug. 14
3 weeks	1,788.-	2,088.-	July 4 - July 24 / July 11 - July 31 / July 18 - Aug. 7 / July 25 - Aug. 14
4 weeks	2,305.-	2,705.-	July 4 - July 31 / July 11 - Aug. 7 / July 18 - Aug. 14
6 weeks	3,339.-	3,939.-	July 4 - Aug. 14
<b>OSD Certificate course</b>			July 5 (exam: July 15/16) / July 19 (exam: July 29/30)

## Included in the price

- ▶ 20 or 30 German lessons per week. (1 lesson = 45 minutes)
- ▶ ActiLingua Certificate.
- ▶ Accommodation in Student House, shared room, half-board.
- ▶ Activity and sports programme: (5 lessons/week)  
Sports: Football, basketball, aerobics.  
Cultural and social activities: party, Viennese waltz lessons, culture-quizzes.  
Evening activities: Vienna by night, disco.
- ▶ Course books may be borrowed for the duration of the course. Books can be bought at a 50 % discount from the school office.

- ▶ Use of computers, books, videos and magazines in the multimedia library.
- ▶ Free internet access (WiFi) in school.

## Extras (net)

- ▶ Surcharge for single room: EUR 70.- per week.
- ▶ Transfer (from airport/station to accommodation) one way: EUR 42.-
- ▶ Public transport: EUR 17.10 per week (oblig., subject to change)
- ▶ Travel Insurance: EUR 18.- per week.
- ▶ Cancellation Insurance: 4 % of the total amount.
- ▶ 1 full-day excursion: Salzburg/Wachau EUR 70.-

- ▶ 1 half-day excursion: e.g. Laxenburg/Burg Kreuzenstein EUR 40.-
- ▶ Vienna Highlights: Guided tours, entrances to famous Viennese sights: EUR 20.-/week.
- ▶ OSD-Exam Preparation (8 lessons): EUR 100.-  
Examination fee: EUR 115-144.-
- ▶ 1 Concert: EUR 44.-
- ▶ Express letter (DHL): EUR 100.-

# Summer School 12-17 years



Scan this code and watch a video about our Summer School.



1-5 weeks

**SUMMER COURSE 1**

**SUMMER COURSE 2**

Lessons/week	20 lessons		30 lessons		Starting dates
Prices (Full board)	Tuition + Residence Standard	Tuition + Residence Superior	Tuition + Residence Standard	Tuition + Residence Superior	July 4 / July 18 / July 25 / Aug. 1 Total beginners only July 4 and July 18. Arrival: Sunday; Departure: Saturday
1 week	951.-	1,041.-	1,054.-	1,144.-	Aug. 1 - Aug. 7
2 weeks	1,650.-	1,830.-	1,856.-	2,036.-	July 4 - July 17 / July 18 - July 31 / July 25 - Aug. 7
3 weeks	2,349.-	2,619.-	2,658.-	2,928.-	July 4 - July 24 / July 18 - Aug. 7
5 weeks	3,747.-	4,197.-	4,262.-	4,712.-	July 4 - Aug. 7
<b>OSD Certificate course</b>					July 12 (exam: July 15/16) / July 26 (exam: July 29/30)

## Included in the price

- ▶ 20 or 30 German lessons per week. (1 lesson = 45 minutes)
- ▶ ActiLingua Certificate.
- ▶ Accommodation in Summer School Residence  
Standard rooms: 4-6 bed rooms (communal shower). Toilet on each floor.  
Superior rooms: 3-4 bed rooms with shower.
- ▶ Bed linen is provided, please bring towels.
- ▶ Full board: Three meals per day.
- ▶ Full supervision.
- ▶ Full activity and sports programme: e.g. Sports: Badminton, beach-volleyball, football, basketball, swimming, aerobics.

- Cultural and social activities: Theatre, workshop, Vienna waltzing lessons, culture-quizzes.
- ▶ Evening activities: e.g. discos, Vienna by night, barbecue-party, videos.

## Extras (net)

- ▶ Transfer on arrival and departure:  
Airport: EUR 84.- railway station: EUR 60.-  
UM Service + Transfer (one way):  
9am-5pm: EUR 104.- / 5pm-9am: EUR 129.-

## To be paid directly in Vienna:

- ▶ Public Transport: EUR 17.10 per week (oblig. for students 15+ years, subject to change)
- ▶ 1 full-day excursion: e.g. Salzburg/Wachau EUR 70.-

- ▶ 1 half-day excursion: e.g. Laxenburg/Burg Kreuzenstein EUR 40.-
- ▶ Culture Special: Guided tours, entrances to famous Viennese sights: EUR 26.- per week.
- ▶ Tennis: 6/8/10 lessons (EUR 70.-/90.-/115.-)
- ▶ Concert: EUR 44.-
- ▶ OSD Exam: OSD Zertifikat B1: EUR 125.-  
OSD Zertifikat B2: EUR 134.-  
Exam Preparation (6/8 lessons): EUR 75.-/100.-
- ▶ Travel Insurance: EUR 18.- per week.
- ▶ Cancellation Insurance: 4 % of the total amount.
- ▶ Express letter (DHL): EUR 100.-
- ▶ Deposit (refundable): EUR 40.-

# Live Online German Courses

## LIVE ONLINE GERMAN COURSES

Price per week

Course	Lessons/week (1 lesson = 45 minutes)	Group size	Duration 1-11 weeks	Duration 12-52 weeks
Live Online German Standard Course	20 lessons	8-10 (max. 12)	172.-	146.-
Live Online German Intensive Course	30 lessons	Standard Course 8-10 (max. 12), minigroup 5-6 (max. 8)	296.-	260.-
Course	Lessons/week (1 lesson = 45 minutes)	Group size	Duration	Price per week
Live Online German Teachers' Course	20 lessons	8-12 participants	2 weeks	708.-
Live Online Individual Tuition or Minigroup	10-30 lessons	Individual tuition or max. 4 participants	1-12 weeks	from 40.- or from 20.-*
Teens 12-18 years - Live Online Course 1	20 lessons	8-10 (max. 15)	1-11 weeks	172.-
Teens 12-18 years - Live Online Course 2	30 lessons	8-10 (max. 15)	1-11 weeks	296.-

Extra: One-time registration fee of € 50.- for all courses. \* Price per lesson.

**Starting dates:** Every Monday. Beginners: 2020: Aug. 3 / Aug. 31 / Sept. 28 / Nov. 2 / Nov 30

2021: Jan. 4 / Feb. 1 / March 1 / March 29 / May 3 / June 7 / July 5 / Aug. 2 / Aug. 30 / Sept. 27 / Nov. 2 / Nov 29 / Jan. 3, 2022

Online German Teachers' Course: 2020: Sept. 28 / 2021: Jan. 18 / March 29 / July 5 / July 19 / Oct. 4 or on request (min. 6 participants)

### Included in the price

- ▶ Live online German lessons (1 lesson = 45 minutes) - number of lessons according to the price table.
- ▶ 2 live online cultural lessons per week.
- ▶ ActiLingua Certificate.
- ▶ Online teaching material.

Course	Lessons/week (1 lesson = 45 minutes)	Group size	Duration	Course price
Live Online Certificate Preparation Course - OSD + TELC	8 lessons or 4 lessons	5-12 or Individual tuition	2 weeks	100.- or 178.-*

\* Supplement to live online course as booked. In addition to the selected live online course, you take 8 group online live lessons or 4 individual online live lessons as exam preparation.

**Starting dates** (Online Certificate Preparation Course - OSD): 2020: Aug. 3 / Sept. 7 / Nov. 2 / 2021: Jan. 18 / March 1 / May 3 / July 5 / July 19 / Aug. 2 / Sept. 6 / Nov. 8

## Terms

### NATIONAL HOLIDAYS 2021

No teaching on public holidays. Tuition lost for this reason cannot be made up subsequently. The following dates are public holidays: Jan. 1/ Jan. 6/ April 5/ May 1/ May 13/ May 24/ June 3/ Aug. 15/ Oct. 26/ Nov. 1/ Dec. 8 2021/ Jan. 01, 2022. The school is also closed on Dec. 24 2021.

### GROSS PRICES

Prices are quoted gross in Euro, if not indicated otherwise, and are valid for all courses starting from Jan. 1 to Dec. 31, 2021. Please deduct your commission. Supplements for special courses and extras are quoted net, except for German Teachers' Course.

All gross and net prices subject to change.

### COMMISSION

We pay commission on the full package including German courses, accommodation and meals. On request we can offer an adapted commission on tuition only. Commission depends on the number of students or student weeks sent per year. No commission is granted on supplements for special courses and for extras.

### PAYMENT

All payments must be on our account prior to the student's arrival. Please make your payments in Euro (EUR) either by bank transfer or credit card.

BIC: RLNWATWW, IBAN: AT 30 32000 00005212808

### CANCELLATION

Cancellations must be conducted in written form before the start of the course. We do not charge agents cancellation fees up until 15 working days prior to the start of the course. 14-4 working days prior to the start of the course we have to charge EUR 198.-. No refund is possible in the event of cancellation three working days or less prior to the start of the course, in case of non-arrival of the participant or after the start of the stay. First alteration of booking free of charge. Afterwards alteration fee of EUR 40.-. Alterations are possible until 14 working days prior to the start of the course. Afterwards you must make use of your right of cancellation. University Enrolment Guidance: The deposit and fee for University Enrolment Guidance needs to be paid in advance and is not refundable when cancelled.

### CANCELLATION BY ACTILINGUA

If a participant persistently disrupts the study trip despite a warning, or if he behaves in gross breach of agreement, ActiLingua has the right to cancel without notice. ActiLingua's entitlement to course fees remains upheld. Any expenditures saved due to non-completion of activities or services not used will be refunded to the customer. Additional costs arising from such behaviour and the resultant cancellation will be borne by the customer.

### GROUP STAY PROGRAMME

Stays for groups in Vienna for 4 days to 3 weeks in combination with a German course and sightseeing programme. Please ask for our group offers!

### RESPONSIBLE COMPANY

The ActiLingua German courses are organised by Language Studies GmbH & CO KG, Wattmannsgasse 15, 1130 Wien, Austria. FN 257153t, UID ATU: 615 36 412.

**More information on terms:**

<https://www.actilingua.com/agents-terms>



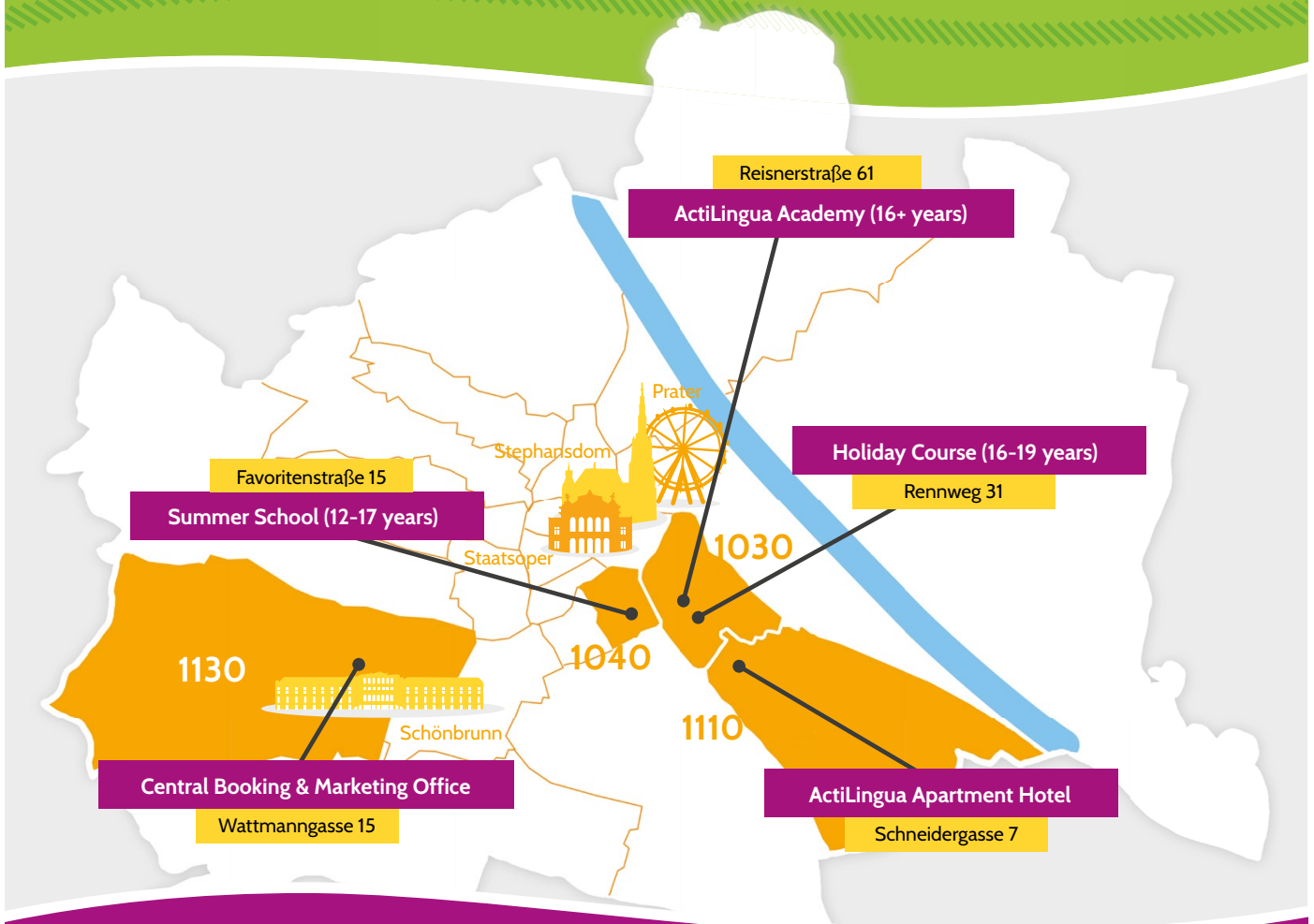
# Learn German & Experience Vienna

## REFERENCES:

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