



Learn Italian in Milan

Dates and Fees 2012

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
Tel. 0039 02 8057825 - Fax 0039 02 86911097
E-mail: registration@ihmilano.it



ISO 9001



www.ihmilano.com

2. International House will send you:
 - The confirmation of registration
 - A payment record for course and accommodation fees (the invoice will be forwarded upon receipt of payment)
 - The accommodation details, which will be forwarded one or two weeks before the course starts
3. Before your arrival, please e-mail the school:
 - A copy of the bank payment receipt (see "General Conditions")
 - Your arrival details
4. On the first day of your course:
 - Please arrive at school on the time shown on your confirmation letter
 - Bring with you a copy of the confirmation of registration and of your proof of payment

Your course fees include:

Tuition as described

Placement test

Welcome pack and IH student information handbook on arrival

First course book 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 DVD rental
- IH student card for discounts in selected shops and restaurants
- Access to social programme, including video time, excursions and evening activities (some at extra cost)

International House Milano

MEMBER OF THE INTERNATIONAL HOUSE WORLD ORGANISATION



Officially Recognised
by the
ITALIAN MINISTRY OF EDUCATION



Member of the
ASSOCIATION OF SCHOOLS OF ITALIAN
AS A SECOND LANGUAGE



International House Milan

Dates & Fees 2012

Registration fee for all courses:		€ 70.00
GROUP COURSES	Standard (20 lessons/week)	Intensive (28 lessons/week)
5 - 10 STUDENTS PER GROUP	10.00-13.15, Mon to Fri	10.00-13.15, Mon to Fri &14.30-16.00, Mon to Thurs
1 week	€ 218.00	€ 288.00
2 weeks	€ 375.00	€ 490.00
3 weeks	€ 545.00	€ 730.00
4 weeks	€ 696.00	€ 918.00
Price per additional week	€ 172.00	€ 227.00
Long-term packages		
Trimester programme, 12 weeks	€ 1950.00	€ 2565.00
Semester programme, 24 weeks	€ 3650.00	€ 4880.00
One-year programme, 36 weeks	€ 5450.00	€ 7260.00
<i>Beginners:</i>	9 Jan, 6 Feb, 5 March, 2 April, 7 May, 4 June, 2 July, 30 July, 3 Sept, 1 Oct, 29 Oct, 26 Nov	
<i>Other levels:</i>	Any Monday	
SUPER INTENSIVE PROGRAMMES	Standard Course + 10 one-to-one	
Group + elective one-to-one options:	€ 540.00 per week	
General, Business, Fashion, Design, Tourism, CELI and CILS exam preparation		
EVENING GROUP COURSES	4 lessons/week, minimum booking 4 weeks	
5 - 10 STUDENTS PER GROUP	19.00-20.30, Mon+Wed or Tues+Thur	
Short programme - 5 weeks (4 + 1-week bonus)	€ 175.00	
Medium programme - 10 weeks (8 + 2-week bonus)	€ 320.00	
Long programme 15 weeks (12 +3-week bonus)	€ 450.00	
Starting dates	<i>Beginners:</i> 23 Jan, 26 March, 21 May, 17 Sept	
	<i>Other levels:</i> Any Monday (no evening courses in August)	
PERSONALISED COURSES (min 20 lessons)	General Italian	Professional Italian
One-to-one, cost per 1 lesson	€ 41.00	€ 46.00
Two-to-one, cost per 1 lesson	€ 25.00 per person	€ 28.00 per person
EXECUTIVE PROGRAMMES, one-to-one	General Italian	Professional Italian
Semi Intensive, 20 lessons/week	€ 820.00	€ 920.00
Intensive, 30 lessons/week	€ 1230.00	€ 1380.00
Full Immersion, 45 lessons/week	€ 1845.00	€ 1860.00
One-day seminar, 10 lessons/1 day	€ 410.00	€ 460.00
Lunch with the teacher (<i>meal included</i>)	€ 70.00	
SPECIAL PROGRAMMES		
5 - 10 STUDENTS PER GROUP	Standard Course + 8 focus lessons (28 lessons/week)	
Italian for Fashion&Design		
2 week programme:	€ 530.00	
4 week programme:	€ 980.00 (any additional week € 245.00)	
<i>Minimum level required:</i>	<i>pre-intermediate</i>	
<i>Starting dates:</i>	20 February, 4 June, 2 July, 30 July, 17 September	
Survival Italian for beginners	15 lessons/week (10.00-12.30, Mon to Fri)	
2 week programme:	€ 280.00	
<i>Starting dates :</i>	5 March, 7 May, 4 June, 2 July, 30 July, 3 September	
Italian for Shopping	€ 295.00	1 week (28 lessons/week – Standard course+8 focus lessons), start 16 Jan, 16 Jul <i>Minimum level required: Elementary A2</i>
Italian for Business:	€ 250.00	2 weeks (10 lessons/week, 14.30-16.00, Mon-Fri), start 25 Jun, 16 Jul, 20 Aug <i>Minimum level required: Intermediate B1</i>
Italian in the Kitchen:	€ 350.00	2 weeks (15 lessons/week, 14.30-16.45, Mon-Fri), start 11 June, 2 July, 30 July <i>Minimum level required: Elementary A2</i>
Italian for Football:	€ 250.00	2 weeks (10 lessons/week, 14.30-16.00, Mon-Fri), start 18 Jun, 16 Jul, 20 Aug <i>Minimum level required: Elementary A2</i>
Italian with Internship	€ 1252.00	8 weeks, start any Monday (4 weeks Standard Course + 4 weeks Internship) <i>Minimum level required: Mid Intermediate B1</i>
Enjoy 50+ ...e non solo! Milano da vivere	€ 795.00	7-18 May, 3-14 Sept (2 weeks Standard Course + activities)
ACCOMMODATION	prices per week, single room	
Host family	€ 185.00, bed&breakfast	€ 230.00, half-board
Shared apartment (with permanent tenants)	€ 155.00, no meals	
<i>Double rooms, hotels, residences and hostels</i>	<i>price on request</i>	



International House 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

Address

Tel. Fax E-mail

Company/School

Where did you hear about us?

If you found us on the Internet, please specify the website

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
☐ One-day seminar
☐ Lunch with the teacher
- Special Programmes** ☐ Italian for Fashion&Design
☐ Survival Italian for beginners
☐ Italian for Shopping
☐ Italian for Business
☐ Italian in the Kitchen
☐ Italian for Football
☐ Italian with Internship
☐ Enjoy 50+...e non solo! Milano da vivere

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)
☐ Post-intermediate (B2) ☐ Advanced (C1)

**A level test will also be sent before arrival*

Accommodation

☐ No ☐ Yes: ☐ Host-Family (B&B) ☐ Host-family (half-board) ☐ Shared apartment (with permanent tenants)

Arrival date (Sunday) Departure date (Saturday) No. of weeks

Do you smoke? ☐ No ☐ Yes

Do you have any allergies or health problems? ☐ No ☐ Yes

Do you require an airport transfer? ☐ No ☐ Yes, from Linate Airport

IH Milan can book it for the student. The cost has to ☐ Yes, from Malpensa Airport

be paid cash directly to the driver ☐ Yes, from Orio al Serio Airport

Visa

Do you need a student visa? ☐ No ☐ Yes

Would you like IH to send the documents by courier? ☐ No ☐ Yes (€ 65.00)



International House Milan

Registration & General Conditions 2012

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: we do not accept students under the age of 18 years.

Group Size: maximum 10 students, minimum 5, average 6-7 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) one month before the start of the course. The relevant 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 course schedule, postponement or cancellation of booking.

If a course is cancelled with less than 14 working days' notice, there will be a charge equivalent to one week of the course booked. The registration 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

If accommodation is cancelled with less than 14 working days' notice, a cancellation charge equivalent to one week's accommodation fee is charged.

The school reserves the right to cancel any group course or to offer a reduced timetable if the minimum number of 5 students is not reached.

No refunds can be made after a course has started

Public holidays: The school will be closed on the following dates: 24 Dec 2011-1 Jan 2012, 6 Jan, 9 April, 25 April, 1 May, 2 June, 15 Aug, 1 Nov, 7-8 Dec, 24 Dec 2012-2 Jan 2013. In addition to these dates, group courses will also be suspended from 2 to 6 January 2012

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.

Visas: Citizens of the EU do not require a visa to enter Italy. Citizens of other countries may need a visa and should contact their local Italian Embassy or Consulate for further information. The school can provide a certificate of registration after receiving confirmation of payment for the whole course. If the visa is not issued, the school will refund all but the registration fee, the courier fee and € 80.00 of the moneys paid, provided that the original letter explaining the reasons for refusal of the visa is sent to IH.

Photos: IH Milan may use photographs of students for promotional and advertising purposes

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

Complaints: if there was any issues that you think the school could have handled better, visit www.ihworld.com and fill in the complaint form.

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

AGENT'S STAMP

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