

babelonia



ITALIAN LANGUAGE SCHOOL

centro di lingua & cultura italiana

via timoleone, 10 - 98039 taormina, sicilia, italy

tel/fax (+39) 0942 23441 - www.babilonia.it - info@babilonia.it

ENROLMENT FORM

We kindly ask you to fill in this form and e-mail it back to info@babilonia.it. Please, send it with a copy of the payment of the € 250 deposit.

Sending this enrolment form will automatically mean acceptance of the General Regulations. Please, fill in this form with your personal data in CAPITAL LETTERS. Thank you!

Name:	Family name:
Address:	
ZIP code:	Town:
State/Country:	
Telephone:	Fax:
E-mail:	
Nationality:	Job:
Date of birth:	Age:

Knowledge of Italian: ☐ none ☐ low ☐ intermediate ☐ fair ☐ very good.

How did you hear about the school?

☐ Our brochure. Where did you find it?
☐ Internet, using a search engine. Which one?
☐ Internet. using a link. To what?
☐ Agency. Which one?
☐ Magazines. Which one?
☐ Friends. Who?
☐ I am a former student.
☐ By another school. Which one?
☐ I just walked in.

SCHEDULE 2017

January 09.01 and 23.01

February 06.02 and 20.02

March 06.03 and 20.03

April 03.04 and 18.04

May 02.05 and 15.05

June 29.05 and 12.06

July 26.06 and 03.07 and 17.07

August 31.07 and 14.08

September 28.08 and 04.09 and 18.09

October 02.10 and 16.10

November 30.10 and 13.11

December 27.11

The school closes on **December 15th 2017** and re-opens on **Monday, Jan, 15th, 2018**

National Holidays (on these dates the school is closed)

Easter Monday - Liberation Day (April, 25th) - Labour Day (May, 1st) - Day of the Republic (June, 2nd) - Assumption of Mary (August, 15th) - All Saints' Day (November, 1st) - Immaculate Conception (December, 8th)

Refunds for National Holidays will be made, on the following bases:

Semi-standard Course = 20 € - Standard course = 30 € - Standard Plus Course = 65 € - Intensive Course = 70 €

ENROLMENT FEE: 50 euro

PRICES INCLUDE

- free internet access
- teaching materials
- oral and written entrance test
- certificate of attendance
- in-school and outdoor insurance
- free extra-curricular activities
- student card for discount in town
- air-conditioned classroom

PRICES 2017 in €uro

GROUP LANGUAGE COURSES 1 lesson = 45 minutes	1 week	2 weeks	3 weeks	4 weeks	5 weeks	6 weeks	7 weeks	8 weeks	9 weeks	10 weeks	11 weeks	12 weeks
● SEMI-STANDARD COURSE: 2 lessons a day language analysis OR communicative tasks	168	336	461	586	711	836	961	1086	1211	1336	1461	1586
● STANDARD COURSE: 4 lessons a day language analysis & communicative tasks	250	500	669	838	1007	1176	1345	1514	1683	1852	2021	2190
● STANDARD PLUS: 4 lessons in group PLUS 1 hour individual lesson a day	445	890	1255	1620	1985	2350	2715	3080	3445	3810	4175	4540
● INTENSIVE COURSE: 6 lessons a day language analysis & communicative tasks	440	880	1240	1600	1960	2320	2680	3040	3400	3760	4120	4480

LONG-TERM GROUP LANGUAGE COURSES	13 weeks	14 weeks	15 weeks	16 weeks	17 weeks	18 weeks	19 weeks	20 weeks	21 weeks	22 weeks	23 weeks	24 weeks
● SEMI-STANDARD COURSE: 2 lessons a day language analysis OR communicative tasks	1711	1836	1961	2086	2211	2336	2461	2586	2711	2836	2961	3086
● STANDARD COURSE: 4 lessons a day language analysis & communicative tasks	2359	2528	2697	2866	3035	3204	3373	3542	3711	3880	4049	4218
● STANDARD PLUS: 4 lessons in group PLUS 1 hour individual lesson a day	4905	5270	5635	6000	6365	6730	7095	7460	7825	8190	8555	8920
● INTENSIVE COURSE: 6 lessons a day language analysis & communicative tasks	4840	5200	5560	5920	6280	6640	7000	7360	7720	8080	8440	8800

PRIVATE LANGUAGE COURSES 1 lesson = 55 minutes	1 hour	10 hours per week	15 hours per week	20 hours per week
● ONE-TO-ONE COURSES	38	380	570	760
● TWO-TO-ONE COURSES	52	520	780	1.040

SPECIAL COURSES

- **CELI EXAM PREPARATION COURSE:** CELI exam is given in 3 sessions a year. For dates, please, contact our office. The course includes:
 - an assessment test to decide the level of the CELI for which the student will enrol (5 hours in the afternoon of the first day)
 - fees for the CELI exam
 - the exam on the dates fixed by the University of Perugia to be taken in our school at the end of the Preparation course at school
- | | | |
|--------------|---------|---|
| 2.350 | 4 weeks | 4 lessons per day, class in group PLUS 1 hour a day, one-to-one class |
| 3.100 | 6 weeks | 4 lessons per day, class in group PLUS 1 hour a day, one-to-one class |
| 3.850 | 8 weeks | 4 lessons per day, class in group PLUS 1 hour a day, one-to-one class |

CULTURE COURSES 2 week courses - 20 hour lessons - starting dates according to Course Schedule

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|---|--|------------|
| ● THE SICILIAN WRITERS IN ITALIAN LITERATURE | from the Greek, Roman, Arab and Norman writers to the present day | 850 |
| ● THE HISTORY OF SICILY | from prehistory, through Greek, Roman, Arab and Norman to the present day | 850 |
| ● ART HISTORY IN SICILY | sculpture, painting and architecture in Sicily, from prehistory to the present day | 850 |

ITALIAN PLUS... FUN!!! Extra courses to be added to the language course. Prices per week. Extendable from 1 up to 24 weeks.

- | | | |
|---|---|------------|
| ● "CASALINGA" COOKING CLASSES | 3 days a week, 3 1/2 hours, including dinner | 210 |
| ● FOOD & WINE OF SICILY | 3 lessons (1,5 h. each), including a visit to a wine producer | 240 |
| ● SICILIAN CERAMIC DECORATION | 3 days a week, 1 1/2 hours per lesson | 210 |
| ● HIKING, TREKKING & ECO-TOURING | 2 half days + 1 full day per week | 530 |
| ● "PADI" INTERNATIONAL DIVING LICENCE | in 2 weeks: 5 theory lessons (1,5 h. each) + 5 times diving with gas tanks (40 min. each) | 380 |
| ● SCUBA-DIVING | 2 afternoons with 2 dives each afternoon (40 min. each) | 200 |
| ● DIVING FOR BEGINNERS | 1 afternoon session | 100 |
| ● COURSES FOR BUSINESS & EXECUTIVE | 2 days a week, 2 hour lesson a day | 815 |
| ● COMMERCIAL CORRESPONDENCE | 5 days a week, 2 hour lesson a day | 450 |

ACCOMMODATION

- | | | |
|---|---------------------------------|---------------------------------|
| ● INDEPENDENT APARTMENT | 39,00 a day, single room | 24,50 a day, double room |
| ● ROOM IN SHARED APARTMENT with use of kitchen | 26,00 a day, single room | 18,50 a day, double room |
| ● HOME-STAY breakfast only | 32,00 a day, single room | 24,00 a day, double room |
| ● HOME-STAY half-board | 42,00 a day, single room | 34,00 a day, double room |
| ● HOME-STAY full-board | 52,00 a day, single room | 44,00 a day, double room |
| ● PENSION, 2 STAR HOTEL breakfast included | 34,00 a day, single room | 28,00 a day, double room |
| ● HOTEL, 3/4/5 STAR | quoted on request | quoted on request |

PICK-UP SERVICE from/to CATANIA AIRPORT (from 1 to 3 people)

- 88 one way / 176 return

ENROLMENT FORM

LANGUAGE COURSES

☐ **SEMI-STANDARD:** 2 lessons a day language analysis OR communicative tasks
from: to: total number of weeks:
please, choose between language analysis OR communicative tasks

☐ **STANDARD:** 4 lessons a day language analysis & communicative tasks
from: to: total number of weeks:

☐ **STANDARD PLUS:** 4 lessons in group PLUS 1 hour individual lesson a day
from: to: total number of weeks:

☐ **INTENSIVE:** 6 lessons a day language analysis & communicative tasks
from: to: total number of weeks:

☐ **INDIVIDUAL LESSONS:** one-to-one
from: to: total number of hours:

☐ **CLOSED GROUP LESSONS:** two-to-one
from: to: total number of hours:
please, write the name of your partner:

☐ **CELI EXAM PREPARATION COURSE** (please, see description):
from: to: total number of weeks:

CULTURE COURSES

☐ **THE SICILIAN WRITERS IN ITALIAN LITERATURE**
from: to: total number of weeks:

☐ **THE HISTORY OF SICILY:**
from: to: total number of weeks:

☐ **ART HISTORY IN SICILY:**
from: to: total number of weeks:

ACCOMMODATION

please, specify the name of your room mate in case of double room:

☐ **INDEPENDENT APARTMENT** ☐ single ☐ double
from: to: total number of weeks:

☐ **ROOM IN SHARED APARTMENT** ☐ single ☐ double
from: to: total number of weeks:

☐ **HOME- STAY** ☐ single ☐ double
☐ breakfast only
☐ half board
☐ full board
from: to: total number of weeks:

☐ **PENSION, 2 star hotel** ☐ single ☐ double
from: to: total number of weeks:

☐ **HOTEL, 3 star hotel** ☐ single ☐ double
from: to: total number of weeks:

PICK-UP SERVICE from/to CATANIA AIRPORT

☐ 1 person ☐ 2 people ☐ 3 people

if you are sharing the taxi, please, specify who your travel mates are:

☐ **ONE WAY**
day of arrival:
time of arrival:
flight number:
coming from:

☐ **RETURN (IF REQUESTED)**
day of departure:
time of departure:
flight number:
to:

EXTRA COURSES to be added to the language course

☐ **"CASALINGA" COOKING CLASSES**
3 days a week, 3 1/2 hours, including dinner
from: to: total number of weeks:

☐ **FOOD & WINE OF SICILY**
3 lessons (1,5 h. each), including a visit to a wine producer
from: to: total number of weeks:

☐ **SICILIAN CERAMIC DECORATION**
3 days a week, 1 1/2 hours per lesson
from: to: total number of weeks:

☐ **HIKING, TREKKING & ECO-TOURING**
2 half days + 1 full day per week
from: to: total number of weeks:

☐ **"PADI" INTERNATIONAL DIVING LICENCE**
in 2 weeks: 5 theory lessons + 5 times diving with gas tanks
from: to: total number of weeks:

☐ **SCUBA-DIVING**
2 afternoons with 2 dives each afternoon
(40 min. each) Equipment included
from: to: total number of weeks:

☐ **DIVING FOR BEGINNERS**
1 afternoon session
from: to: total number of weeks:

☐ **COURSES FOR BUSINESS & EXECUTIVE**
2 days a week, 2 hour lesson a day
from: to: total number of weeks:
please, specify:

☐ **COMMERCIAL CORRESPONDENCE**
5 days a week, 2 hour lesson a day.
from: to: total number of weeks:

In signing this agreement, I confirm having read completely the Regulations and I agree with all their content.

Place and Date:

Signature:

All enrolments are subject to the following General Conditions, which become legally binding on acceptance of enrolment by BABILONIA – Italian Language School

LESSONS All group classes run Monday through Friday except during official Italian holidays. Students must present themselves at school on their first day at 08.30. One class lesson equals 45 minutes. Group lessons are usually held in the mornings, however on occasion (generally during high season) these group lessons may be scheduled in the afternoon. Individual lessons are generally held before or after group classes. The number of course hours includes the entrance/placement test (mandatory) and final exam (given on request). Completion of a particular 4-week course does not guarantee advancement to the next level. In the rare event that a student arrives, takes the entrance exam and is the only student for a particular level, that student's tuition cost will be converted to private one-to-one lessons. The standard 4-lesson course will be converted to 2 lessons of individual tuition. In the event that there are only 2 students for a particular level, the number of lessons for the class will be reduced by 1 lesson per day (for example: 3 lessons instead of 4 for the Standard class) given the more intense nature of a small class size. In case of complaints, a student can address our administration office to talk to the Director of Studies. The policy for complaints is on display in our school administration office.

NATIONAL HOLIDAYS The school is closed on Easter Monday, Liberation Day (25/4) Labour Day (1/5), Day of the Republic (2/6), Assumption of Mary (15/8), All Saints' Day (1/11), and Immaculate Conception (8/12).

ACCOMMODATION Finding accommodation is a free service for all students accordingly enrolled. All housing is on a first reserved first served basis and is strictly booked from weekend to weekend. On the day of departure students must vacate their accommodation by 10.30. The school acts only as an intermediary regarding lodging, and takes no responsibility regarding the relationship between the landlord and the student. All of the accommodation available through the school has been selected by our Accommodation Manager, according to our Inspection Scheme for cleanliness, comfort, and location. Since all accommodation is privately owned and operated, there are minor differences in amenities, but all meet a standard level of quality and convenience and are regularly checked by our school. In matching housing needs with what is available, everyone must keep in mind the seasonal and limited nature of housing resources in Taormina, not to mention the modest price that students pay for their accommodation. In case of complaints, a student can address our administration office to talk to the Apartment Manager. The policy for complaints is on display in our school administration office.

PICK-UP BOOKING CONDITIONS This service must be reserved at least one week before the arrival. All last minute flight changes or late flights (on Saturdays and Sundays) must be immediately communicated directly to the taxi service. The telephone number of the taxi service is always provided by our office to the student who is responsible for informing the taxi service. If the taxi driver is NOT informed of any delay within at least one hour and an half before the scheduled arrival time in Catania, both the taxi service and the school decline any responsibility about the good end of the pick up service, the booking will not be considered cancelled and the fee is still payable. The school is not responsible if agents do not notify the student of the stated conditions or if the student does not follow the conditions given. This service is not cancellable within 48 hours of your arrival.

EXTRA COURSES Extra courses are operated through external partners who are liable for the services provided.

DEPOSIT A € 250 non-refundable deposit is required to secure reservations. Payments for the deposit can be made by cash, bank transfer, and by credit card on line through www.babilonia.it/italian_language_school/deposit.html via Paypal (please, send to director@babilonia.it).

BALANCE All fees must be paid in full at the latest on the first day of your arrival at school. If payment in full has not been received within the first day the student will not be allowed to start his/her course. On no account

can the tuition fee paid for group classes be transferred to individual classes, after the beginning of a course. The rent for accommodation has to be paid directly to the school on the first day of arrival at school.

PAYMENT CONDITIONS Payments for the language course, accommodation, pick-up, extra courses or any other extra service can be made by cash, bank transfer, by Visa or Mastercard or by credit card on line through www.paypal.com and click on "Send money". (please, send to director@babilonia.it).

Our registration office will coordinate all necessary information. Bank and Pay Pal charges are to be met in full by the student. Our bank information (for bank transfers) is:

Account holder	BABILONIA srl
Bank name	INTESA SAN PAOLO
Branch name	Agenzia di Taormina
Address c.so Umberto 17	17 - 98039 Taormina, Italy
IBAN Code	IT920306982590100000000262
SWIFT Code	BCI TIT MM 285

Please, clearly specify for whom the payment is made. **CHANGES TO BOOKINGS** BABILONIA reserves the right to levy an additional administration fee of 150 € to cover the costs of any changes that are requested to pre-booked courses or accommodation after we have confirmed the student's place in school. It is possible to upgrade the course for a more intensive course during the study-stay but the contrary is not possible.

CANCELLATIONS AND REFUND POLICY The following are BABILONIA charges and refunds for cancellation or withdrawal from a course: the school must be informed immediately of any requested changes or withdrawal notices or cancellations in writing; the deposit is non-refundable; deposits and fees are not transferable from person to person. If BABILONIA rejects an application, the applicant is entitled to a full refund within 30 days.

REFUNDS OF TUITION OR ACCOMMODATION FEES PRIOR TO ARRIVAL The € 250 is never refundable after an enrolment has been accepted by BABILONIA and the school has sent a confirmation for the course and/or any other related service.

REFUNDS OF TUITION FEES AFTER COURSE START DATE

If a student does not attend, withdraws or shortens his/her course after the course has begun, tuition fees will not be refunded. No refunds are allowed for a delayed start or premature departure. Student tuition is never refunded due to absence from class and study hours subsequently lost can not be made up. For entitlement to a refund, a 2 week notice period is required and the refund of any tuition in excess of this period will be refunded in full, less a cancellation fee of € 150.

REFUNDS OF ACCOMMODATION FEES AFTER ARRIVAL

No refund is allowed for a delayed arrival or premature departure. Should a student withdraw from his/her accommodation after arrival without satisfying the Administration Office with a valid motive, a 2 week notice is required. In this case, any accommodation fees paid in excess of this period will be refunded in full, less a cancellation fee of € 150. In the event of a fully justifiable reason for withdrawal, with the help of our Apartment Manager, the Administration Office will move the student to another apartment or find an alternative solution.

"PERMESSO DI SOGGIORNO" PERMIT & VISAS

According to the Italian Law n° 68, May 28, 2007, foreigners (citizens not belonging to the European Union) staying in Italy for less than 90 days with a regular Tourist Visa do not need to apply for a Permesso di Soggiorno.

As per the Official website of the Italian Police www.poliziadistato.it/pds/ps/immigrazione/ingresso.htm, all individuals entering Italy who are citizens of non-European countries (countries not belonging to the Schengen area) and staying in Italy for fewer than 90 days are only required to get their passports stamped at the customs station at the airport of entry. The customs stamp is equivalent to the Dichiarazione di Presenza required of the Schengen area citizens. Additionally, according to the current legislation, U.S., Canadians, Australians, N.Z.s and Japanese citizens, do

not need to apply for a Permesso di Soggiorno, if staying for fewer than 90 days.

If the stay is for over 90 days, all aliens (citizens not belonging to the European Union) who enter Italy legally must comply with the rules governing the stay of aliens in Italy, and are required to report their presence on Italian territory to the local Central Police Station ('Questura') of the province in which they are staying within 8 working days from the date of entry, and apply for a residence permit ('permesso di soggiorno') pursuant to article 5 of Law 286/1998. Aliens requesting this residence permit are required to be fingerprinted.

We suggest to look for up-to-date information on the Italian Police website www.poliziadistato.it/ and the Foreign Office website www.esteri.it/

MEDICAL CARE We advise students to take out medical and personal insurance before leaving their home country. Medical and pharmaceutical assistance for foreigners in Italy is regulated by international agreements and treaties. Foreign students, are required a specific documentation. If you are a EU resident, you are entitled to medical treatment that becomes necessary, at reduced cost or sometimes free, when temporarily visiting a European Union (EU) country, Iceland, Liechtenstein, Norway or Switzerland. Only treatment provided under the state scheme is covered. However, to benefit of such assistance you will need to take a European Health Insurance Card (EHIC) with you and E106/E109/E112/E120/E121/E123 form issued by your National Health Authority that will cover first-aid and medical assistance in Italy. When they arrive in Italy this certificate must be validated by the local health agencies (ASL).

Non-EU students must have a health insurance policy; this may be made either at their arrival in Italy with a private Italian insurance company, or before their departure with an insurance company of their respective countries; in this second case, students had better contact the Italian Embassy or Consulate in their home countries for further information on existing agreements on medical assistance.

BABILONIA has insurance for those liabilities expressly imposed by Italian law and for in-door and out-door activities organised by the school.

RESOLUTION OF DISPUTES If a student wishes to complain about any aspect of the service, the complaint should be made in the first instance to the BABILONIA office. In the event that the matter is not resolved, the student or student's agent should make a complaint in writing to the Director of BABILONIA. Such complaints will be investigated provided that:

- the complaint is received within one month of the course finishing
- the complaint was initially registered in writing
- all bills relating to the student making the complaint have been settled in full

LIABILITIES BABILONIA and its staff and representatives are not held liable for any loss, damage or injury to persons or property however caused, except where liability is expressly imposed by Italian law. BABILONIA is not held liable in the event that any service contract to be provided by BABILONIA should become impossible to supply for any cause or reason beyond the control of BABILONIA.

VALID PRICES Prices in the brochure are valid from January, 1st until December, 31st.

EXPULSION BABILONIA reserves the right to dismiss any student whose conduct is unsatisfactory at the discretion of the centre Director, whose decision is final. There will be no refund for fees in cases of expulsion and any billed but unpaid fees become payable immediately.

ACCEPTANCE OF THIS REGULATION All enrolments are subject to the above mentioned General Conditions, which become legally binding on acceptance of enrolment by BABILONIA. By BABILONIA's acceptance of an applicant's electronic and/or signed form of registration or any other written form of registration (also through agencies and representatives), the applicant tacitly agrees to accept these General Conditions.