



Interested in learning German?

Join our new German language courses!

1) How to register?

Please fill in the registration form provided on our website www.manama.diplo.de and submit it via e-mail: info@manama.diplo.de or fax 17536282.

2) Where will the courses take place?

The courses take place in the Salman Cultural Centre, Manama (near the Bahrain Parliament).

3) When?

Next courses will start end of September.

Each course will take 12 weeks (a total of 48 teaching units @ 45 minutes). Lessons take place twice a week, one and a half hours each. Course timings are morning or early evening. Classes for children are in the afternoon only.

4) What are the course levels and fees?

The course fee is 240,- BHD (for all levels).

An additional book/ material charge applies (20,- BHD for adults/ 10,- BHD for children)

Course levels are beginners and advanced.

Please check our terms and conditions for payment, class size and refund policies.

5) What's in the package?

First class German lessons!

Each participant will be issued with a course completion certificate by the German Embassy. Additionally, students who have reached a certain language level are able to take certified language examinations (according to the Common European Framework of Reference)

6) Do you need further information (e.g. detailed directions)?

Call 17530210 Ext. 23 or simply write an e-mail to info@manama.diplo.de



TERMS AND CONDITIONS

1. General Requirements

Our courses are designed for adults and children. Gentlemen and ladies are **not** taught in separate courses.

2. Terms of Payment

2.1. The full course fee is payable at the time of enrolment.

2.2. We accept only cash.

2.3. Course fees have to be paid in full (instalments are not accepted).

2.4. If full payment is not received by the due date, the participant loses the right to participate.

2.5. Registration only (without payment) does not guarantee the right to participate.

3. Course fees

The contractually binding fee is 240,- BHD (adults/ children).

Siblings (only) receive a 50 % discount for participating in the children course.

4. Cancellation and refunds after enrolment

4.1. The following conditions apply if the course participant is unable to take part in the course:

· Cancellation up to 5 days before the course starts: full refund of the paid course fee except registration fee 10,- BHD.

· Cancellation after the first week of classes: refund of paid course fee less an administrative fee of 20 ,- BHD.

With cancellation after the second week, there will be no refund given of the paid course fee and no voucher for a later course.

4.2. Cancellations must be submitted in writing.

4.3. In individual cases a refund may be given to those who present a doctors note indicating a prolonged illness or accident.

4.4. In case half of the participants or more cancel or leave the group the course might be postponed.

5. Course level assignment / class size

5.1. Placement in course levels is based on the placement test conducted prior to enrolment.

5.2. Our courses have a minimum of 4 and a maximum of 8 participants. If enrolments are insufficient on the starting date, we reserve the right to cancel or postpone the course. In this case we will offer the participants the opportunity to move to another course or to receive a full refund of the course fee. To avoid cancellations of courses, we advise students in their own interests to enrol as early as possible.

6. Liability of the German Embassy

The liability of the German Embassy and the teaching staff is limited to intent and gross negligence. The German Embassy also accepts no liability for the cancellation of its services due to force majeure (e.g. natural disasters, fire, floods, war, official orders and all other circumstances beyond the control of the contractual parties).

To be signed by the applicant:

This is to confirm that I have read and understood the terms and conditions mentioned above.

(place, date)

(signature)

