

FEES AND DATES COURSES & ACCOMMODATION 2020



Language Courses - General Italian GROUP

Type	Lessons per week	No. of weeks	Group size	Tuition fees		Starting Dates		
				No. of weeks	€	These dates apply to absolute beginners. All other students may start on any Monday.		
INTENSIVE	15	1 - 12	5 - 14	1	200	January 7* July 20 February 3 August 17 March 2, 30 September 14 April 27 October 12 May 25 November 9 June 22 December 7	* Tuesday (6 th January Public Holiday)	
				2	385			
				3	545			
				4	700			
				additional week from 5 to 11 wks	150			
				12	1780			
	20	1 - 50	5 - 14	1	235	January 7*, 20 February 3, 17 March 2, 16, 30 April 14*, 27 May 11, 25 June 8, 22 July 6, 20 August 3, 17, 31 September 14, 28 October 12, 26 November 9, 23 December 7	* Tuesday (6 th January and 13 th April Public Holiday)	
				2	440			
				3	635			
				4	810			
				additional week from 5 to 11 wks	180			
				12	2000			
				additional week from 13 to 23 wks	160			
				24	3600			
	25	20 group 5 small group	1 - 32	5 - 14 1 - 5	1	310	* Tuesday (6 th January and 13 th April Public Holiday)	
					2	595		
					3	870		
					4	1125		
					additional week from 5 to 32 wks	250		
	30	20 group 10 small group	1 - 28	5 - 14 1 - 5	1	340	* Tuesday (6 th January and 13 th April Public Holiday)	
					2	650		
					3	945		
					4	1240		
					additional week from 5 to 28 wks	270		
	SMALL GROUP NON-INTENSIVE	5	8 - 24	2 - 5	8	605	January, April, October	



Language Courses - General Italian INDIVIDUAL

Course	Lessons per week	No. of weeks	Group size	Tuition fees	Starting Dates
INDIVIDUAL	3+	1+	1	€ 42 per lesson	Any time of year
			2	€ 55 per lesson	
			3	€ 70 per lesson	



Language Courses - General Italian COMBINED

Lessons per week	No. of weeks	Group size	Tuition fees		Starting Dates
			No. of weeks	€	
26 20 group 6 individual	1 - 12	5 - 14	1	485	These dates apply to absolute beginners. All other students may start on any Monday. January 7*, 20 February 3, 17 March 2, 16, 30 April 14*, 27 May 11, 25 June 8, 22 July 6, 20 August 3, 17, 31 September 14, 28 October 12, 26 November 9, 23 December 7 * Tuesday (6th January and 13 th April Public Holiday)
			2	940	
			3	1390	
		1	4	1815	
			any additional week	430	
30 20 group 10 individual	1 - 12	5 - 14	1	655	
			2	1280	
			3	1895	
		1	4	2490	
			any additional week	600	



Language Courses ACADEMIC PROGRAMMES

Type	Lessons	No. of weeks	Group size	Fees €	Starting Dates
Academic Year	800 General Italian 60 Academic studies 36 Exam Preparation CILS - CELI	40	5 - 14	6030	March 16 November 2
Academic Semester	480 General Italian 30 Academic studies 36 Exam Preparation CILS - CELI	24	5 - 14	4110	January 7 July 6
Marco Polo/Turandot Project	1000 General Italian Cultural Activities Exam Preparation CILS - CELI	40	5 - 14	5510	November 2
Preparatory Course for Italian Universities	180	6	3 - 12	1870	July 13



Language Courses - General Italian SKYPE

NEW

Course	Lessons per week	Lessons	Tuition fees €	Starting Dates
SKYPE	1+	5	145	Any time of year
		10	290	

It is a series of 45-minute lessons online via Skype and webcam reserved for those students who have already attended a course at our school or for those who would like to practise and improve their Italian.

Choose any time you want from Mondays to Fridays between 1.30 p.m. and 5.00 p.m. Italian time and book it at least one week in advance. Lessons can be cancelled on 24 hours notice.



Other Courses ITALIAN THROUGH ART AND CULTURE

Type	Lessons per week	No. of weeks	Group size	Fees €	Starting Dates
Italian through Architecture	15	2	1 - 5	860	
Discovering Rome	15	2	1 - 5	770	January 7* July 20 February 3 August 17 March 2, 30 September 14 April 27 October 12 May 25 November 9 June 22 December 7
Italian through Photography	15	2	1 - 5	940	
Italian through Italian Cooking	15	2	1 - 5	940	

* Tuesday (6th January Public Holiday)



ITALIAN +A TASTE OF ITALIAN CULTURE

Type	Lessons per week	No. of weeks	Group size	Fees €	Starting Dates
Italian+Italian Home-Cooking	20 + 6	2	5 - 14 1 - 5	980	
Italian+Italian Fashion	20 + 6	2	5 - 14 1 - 5	730	January 7*, 20 February 3, 17 March 2, 16, 30 April 14*, 27 May 11, 25 June 8, 22 July 6, 20 August 3, 17, 31
Italian+Italian Wine	20 + 6	2	5 - 14 1 - 5	730	September 14, 28 October 12, 26 November 9, 23 December 7
Italian+Italian Cinema	20 + 6	2	5 - 14 1 - 5	730	
Italian+Italian Opera	20 + 6	2	5 - 14 1 - 5	730	* Tuesday (6 th January and 13 th April Public Holiday)



Other Courses

Type	Lessons per week	No. of weeks	Group size	Fees €	Starting Dates
Rome for 50+	20 language + cultural activities	2	5 - 14	980	May 11 September 14
Rome for 30-40 Year-Olds	20 language + cultural activities	2	5 - 14	1090	May 11 September 14
Business Italian	15	2	1 - 5	860	January 7* July 20 February 3 August 17 March 2, 30 September 14 April 27 October 12 May 25 November 9 June 22 December 7
Italian for Law	15	2	1 - 5	860	* Tuesday (6 th January Public Holiday)
Exam Preparation CILS - CELI	6	6	3 - 12	560	April 20 October 12



Internship Programme

Language Component: see General Italian Section

	No. of weeks	Fees €	Starting Dates
Internship Component	4	650	any time of year
	any additional week	50	

FURTHER INFORMATION

- **Enrolment fee: € 80**
- Payable once only, on enrolment; valid for all courses and programmes (except Internship Programme = € 130) for 12 months. Enrolment fee includes all reception services (accommodation placement, certificates, etc.), use of school facilities, seminars and social activities (except dinners, concerts, operas, visits and excursions).
- Course book (mandatory): € 18.
- All materials except course book are included in fees.
- Extra charge for exams if required.
- For Academic Year and Academic Semester students, internal and external exams included in fees.
- Minimum age 16 (18 for Internship Programme).
- A lesson hour lasts 45 minutes for Group and Individual Courses.
- Open every week of the year. Closed at Christmas: December 19, 2020 - January 3, 2021 (at no expense to students).
Closed on Italian Public Holidays (no refund of fees):
2020: January 6, April 13, May 1, June 2, June 29, December 8
2021: January 6, April 5, June 2, June 29, December 8

Accommodation with Family: Self-Catering or with Meals (prices in Euros)

No. of weeks	Single Room		Double Room		Breakfast per day	Half board per day
	Standard	Standard Plus	Standard	Standard Plus		
1	165	200	135	165	4	20
2	300	360	230	275		
3	425	520	310	375		
4	520	620	400	500		
any additional week after 4 weeks	130	155	100	125		

NOTES

- Accommodation is available for intensive-course students only.
- Payment is per person and includes: accommodation, use of bathroom and kitchen, change of linen, electricity and gas, wi-fi connection.
- Accommodation is at students' disposal from the Sunday before beginning of course until the Saturday morning following end of course.
- Payment can be made on arrival.
- In a few cases, a local tax of 3,5 Euros/day for the first 10 days may be charged, to be paid directly to the host.
- Extra fee for breakfast and for half board, if required.

Accommodation in Shared Flat (prices in Euros)

No. of weeks	Single Room		Double Room	
	Standard	Standard Plus	Standard	Standard Plus
1	175	210	140	170
2	315	385	235	285
3	460	555	325	390
4	560	680	420	500
any additional week after 4 weeks	140	170	105	125

NOTES

- Accommodation is available for intensive-course students only.
- Payment is per person and includes: accommodation, use of bathroom and kitchen, change of linen, electricity and gas, wi-fi connection.
- Accommodation is at students' disposal from the Sunday before beginning of course until the Saturday morning following end of course.
- Payment can be made on arrival.
- In a few cases, a local tax of 3,5 Euros/day for the first 10 days may be charged, to be paid directly to the host.
- Independent flats available on request.

Transfer service

Price in Euros one way for one person (€)	
From/to airport	85



APPLICATION FORM

(please send to: Soc. Coop.va Dilit, via Marghera, 22 00185 Roma)



Personal details

Surname _____ First Name _____ Mr Ms
 Address _____ e-mail _____
 Tel. _____ Cell. _____ Emergency contact phone _____
 Nationality _____ Passport No. _____
 Date and place of birth _____ Profession _____
 Languages known _____
 Knowledge of Italian none a little average good very good

Course details

I would like to enrol for the following course(s):

_____ from _____ to _____ No. of weeks _____
 _____ from _____ to _____ No. of weeks _____

Accommodation

Room in a flat Standard Independent flat
 Room with a family Standard Plus Hotel (with breakfast)
 Single room Breakfast (with family) Bed & Breakfast
 Double room (only two friends) Half board (with family) Single room
 Double room

Do you suffer from any allergies? _____

Transfer Arrivals details if already known _____

I have sent _____ euros as deposit , as full amount

I have read the General Conditions and I accept them.

Date _____ Signature (of parents for minors) _____

Information on the basis of articles 13-14 of the EU General Data Protection Regulation of 2016/679

Dear Madam/Sir,
in line with article 13 of the European Union Regulation 2016/679 and with regard to the information we receive, with a view to protecting persons and other subjects concerning the use of personal information, we inform you of the following:

1. Use of information about you

Any information collected about you will be treated as confidential and will only be used for considering any applications you make to us, the selection of your language level and the administration of your course and accommodation.

Information about allergies is necessary to be able to offer you the best service for your state of health.

2. How information about you is kept

Personal data about you will be kept in digital and/or paper form.

3. Confirmation of acceptance

Your confirmation requested at point 1 is compulsory in order to proceed with enrolment and provision of services. Without it we cannot proceed.

In the case of refusal to give information about allergies, the school declines any relevant responsibility.

4. Sharing of data

Data supplied may be shared with subjects working with the school on organising social activities and connected services.

The data will not be sent to countries outside the European Union.

5. The subject in charge of data management

The subject in charge is: Società Cooperativa DIL.IT r.l., Via Marghera, 22 - 00185 ROMA. Partita Iva: 01094361001, Codice Fiscale: 02645750585

6. Your rights

At any time, you can exercise, on the basis of articles 15-22 of European Union Regulation 2016/679, your right to:

- a) get confirmation of the existence or otherwise of your personal data;
- b) get information about why the data is being kept, what sort of personal data it is, what category of subject it has been sent to or will be sent to and, where possible, how long it will be kept for;
- c) have the data corrected and/or cancelled;
- d) limit the use of the data;
- e) data portability, in other words, receive the data from the subject in charge of data management, in a structured form in common use and readable by an automatic device, and send it to another subject in charge of data management without hindrance;
- f) stop the use of your data at any moment and especially in the case of direct marketing uses;
- g) stop automatic decision processes concerning people, including profiling;
- h) revoke at any moment any consent given previously without prejudicing the legitimacy of data use based on such consent;
- i) file a complaint with the relevant authorities.

You can exercise these rights by applying to: "Società Cooperativa DIL.IT r.l." at their legal address: Via Marghera, 22 - 00185 ROMA or by email at info@dilit.it
I the undersigned declare I have received the above information.

Place and date

• I the undersigned, _____, in the light of the information received concerning the use of my personal information (not consenting means the operation requested will be interrupted)

consent do not consent Signature _____

• I the undersigned, _____, in the light of the information received concerning the use of information about my health, in particular about any allergies I may have

consent do not consent Signature _____

General Condition

ENROLMENT

The student fills in the application form and sends it to the school along with a deposit of 200 Euros (1,000 Euros in case of Academic Programmes) or the full amount.

Internship Programme: students must send their application form at least 60 days before the language course starting date.

First Step Student sends application form indicating type and duration of language course and work experience required, together with a detailed resume (C.V.) and the completed work experience questionnaire (supplied by the school on request).

Second Step School answers saying whether the application is acceptable or not.

Third Step If the application is accepted student pays full fee (language course + internship). School sends confirmation.

All courses: enrolment shall be considered valid upon receipt of written confirmation from the school.

BALANCE

The balance must be paid at least 15 days before the beginning of the course.

HOW TO PAY

Online (by credit card)

Bank Transfer:

Bank name: MONTE DEI PASCHI DI SIENA

Account holder: SOC. COOP.VA DILIT r.l.

IBAN: IT88S0103003268000001050354

BIC/SWIFT: PASCITMXXX

Please state student's name, course title and starting date with all payments.

Bank charges are to be met by the sender.

ACCOMMODATION

Payment can be made on arrival.

CANCELLATIONS

Not valid for students requiring documents to apply for a VISA.

Cancellations made before beginning of course

- Cancellation must be communicated in writing (fax or e-mail).

Deposits are not refundable.

- 30 days before beginning of course: balance will be refunded.
- Between 29 and 15 days before beginning of course: 20% of balance will be forfeited.
- Less than 15 days before beginning of course: entire sum will be forfeited.

CANCELLATIONS MADE AFTER BEGINNING OF COURSE

- The full tuition fee is forfeited. However, in the case of enrolments longer than three months the Director will evaluate the possibility of allowing credit for part of the tuition fee.
- If the student decides not to attend classes or to shorten the course, he/she is not entitled to any refund.

Deposits and fees are not transferable from person to person.

COURSE CHANGES

If a change of type or date of course is required, the student must notify the registration office at least 30 days before the beginning of the course. Other changes rest at the discretion of the Director. (However, on no account can a change be made from group classes to individual classes after the beginning of the course.)

VISAS

Students coming from countries that require a visa to study in Italy need to contact the Italian Embassy in their home country beforehand to complete the formalities. A certificate of enrolment is one of the requirements for obtaining a visa.

In order to receive a certificate of enrolment the student must pay the full tuition fee(s).

Cancellation due to rejection of visa application

A. If we receive such a cancellation within 7 days before the beginning of the course, the student forfeits € 350 plus any expenses paid on his/her behalf (like TNT, health insurance, etc.). The balance is paid back when all relevant documents, including the official Embassy note giving the reasons for rejecting the visa, are handed in to the School. It is, however, possible to start the course at a later date.

B. If such a cancellation is made less than 7 days before the beginning of the course, the entire sum is forfeited.

C. No refund once the Visa has been granted.

RESEARCH

The school keeps its teaching methods up to date thanks to the constant research it carries out. This means that from time to time lessons are filmed or audio-recorded. This filming and/or recording is carried out under the supervision and responsibility of the Head of the Research Department. It is used for no other purpose than for methodological research. In any case each student can exercise their right to be excluded from any such filming or recording simply by signing a note in Reception.

PUBLIC HOLIDAYS

No lessons will take place on public holidays (see further information in fees & dates pages). No refund will be made for these days.

COURSE CANCELLATION

The school reserves the right to cancel a course if the minimum number of students is not reached.

RESPONSIBILITY

The school is not liable for the loss of personal objects on the premises.

INSURANCE

Students are advised to take out medical and personal insurance before leaving their home country. Moreover, students are also advised to insure themselves against loss of fees through non-arrival, absence for any reason, or unforeseen termination of their courses.

Recommended insurance services offered by: **guard.me** international insurance.

The school reserves the right to adjust fees in the event of particular international monetary situations.

Dilit IH

Via Marghera 22 - 00185 Rome Italy

Tel. +39 06 4462602 - 4462592 - Fax +39 06 4440888

info@dilit.it - www.dilit.it

FEES AND DATES COURSES & ACCOMMODATION 2021



Language Courses - General Italian GROUP

Type	Lessons per week	No. of weeks	Group size	Tuition fees		Starting Dates		
				No. of weeks	€	These dates apply to absolute beginners. All other students may start on any Monday.		
INTENSIVE	15	1 - 12	5 - 14	1	200	January 4 February 1 March 1, 29 April 26 May 24 June 21	July 19 August 16 September 13 October 11 November 8 December 6	
				2	385			
				3	545			
				4	700			
				additional week from 5 to 11 wks	150			
				12	1780			
	20	1 - 50	5 - 14	1	235	January 4, 18 February 1, 15 March 1, 15, 29 April 12, 26 May 10, 24 June 7, 21 July 5, 19 August 2, 16, 30 September 13, 27 October 11, 25 November 8, 22 December 6		
				2	440			
				3	635			
				4	810			
				additional week from 5 to 11 wks	180			
				12	2000			
				additional week from 13 to 23 wks	160			
				24	3600			
	25	20 group 5 small group	1 - 32	5 - 14 1 - 5	1	310		
					2	595		
					3	870		
					4	1125		
					additional week from 5 to 32 wks	250		
	30	20 group 10 small group	1 - 28	5 - 14 1 - 5	1	340		
					2	650		
					3	945		
					4	1240		
					additional week from 5 to 28 wks	270		
	SMALL GROUP NON-INTENSIVE	5	8 - 24	2 - 5	8	605	January, April, October	



Language Courses - General Italian INDIVIDUAL

Course	Lessons per week	No. of weeks	Group size	Tuition fees	Starting Dates
INDIVIDUAL	3+	1+	1	€ 42 per lesson	Any time of year
			2	€ 55 per lesson	
			3	€ 70 per lesson	



Language Courses - General Italian COMBINED

Lessons per week	No. of weeks	Group size	Tuition fees		Starting Dates
			No. of weeks	€	
26 20 group 6 individual	1 - 12	5 - 14	1	485	These dates apply to absolute beginners. All other students may start on any Monday. January 4, 18 February 1, 15 March 1, 15, 29 April 12, 26 May 10, 24 June 7, 21 July 5, 19 August 2, 16, 30 September 13, 27 October 11, 25 November 8, 22 December 6
			2	940	
			3	1390	
		1	4	1815	
			any additional week	430	
30 20 group 10 individual	1 - 12	5 - 14	1	655	
			2	1280	
			3	1895	
		1	4	2490	
			any additional week	600	



Language Courses ACADEMIC PROGRAMMES

Type	Lessons	No. of weeks	Group size	Fees €	Starting Dates
Academic Year	800 General Italian 60 Academic studies 36 Exam Preparation CILS - CELI	40	5 - 14	6030	March 15 November 8
Academic Semester	480 General Italian 30 Academic studies 36 Exam Preparation CILS - CELI	24	5 - 14	4110	January 4 July 5
Marco Polo/Turandot Project	1000 General Italian Cultural Activities Exam Preparation CILS - CELI	40	5 - 14	5510	November 8
Preparatory Course for Italian Universities	180	6	3 - 12	1870	July 5



Language Courses - General Italian ONLINE

NEW

Course	Lessons per week	No. of weeks	Tuition fees €	Starting Dates
INDIVIDUAL	20 10 5	1+	660 330 165	Any time of year
GROUP	10 5	1+	120 60	January 4, 18 July 5, 19 February 1, 15 August 2, 16, 30
READING CLUB	2	6	250	March 1, 15, 29 September 13, 27 April 12, 26 October 11, 25
LET'S SPEAK ITALIAN	2	6	250	May 10, 24 November 8, 22 June 7, 21 December 6

It is a series of 45-minute lessons online and webcam for students at all levels.
 Suitable for students who have already attended a course at our school or for those who would like practice and improve their Italian.
 Individual lessons can be cancelled on 24 hours notice at no cost.

Other Courses

ITALIAN THROUGH ART AND CULTURE

Type	Lessons per week	No. of weeks	Group size	Fees €	Starting Dates
Italian through Architecture	15	2	1 - 5	860	
Discovering Rome	15	2	1 - 5	770	January 4 February 1 March 1, 29 April 26 May 24 June 21
Italian through Photography	15	2	1 - 5	940	July 19 August 16 September 13 October 11 November 8 December 6
Italian through Italian Cooking	15	2	1 - 5	940	

ITALIAN +A TASTE OF ITALIAN CULTURE

Type	Lessons per week	No. of weeks	Group size	Fees €	Starting Dates
Italian+Italian Home-Cooking	20 + 6	2	5 - 14 1 - 5	980	
Italian+Italian Fashion	20 + 6	2	5 - 14 1 - 5	730	January 4, 18 February 1, 15 March 1, 15, 29 April 12, 26 May 10, 24 June 7, 21 July 5, 19 August 2, 16, 30
Italian+Italian Wine	20 + 6	2	5 - 14 1 - 5	730	September 13, 27 October 11, 25 November 8, 22 December 6
Italian+Italian Cinema	20 + 6	2	5 - 14 1 - 5	730	
Italian+Italian Opera	20 + 6	2	5 - 14 1 - 5	730	



Other Courses

Type	Lessons per week	No. of weeks	Group size	Fees €	Starting Dates	
Rome for 50+	20 language + cultural activities	2	5 - 14	980	May 10 September 13	
Rome for 30-40 Year-Olds	20 language + cultural activities	2	5 - 14	1090	May 10 September 13	
Business Italian	15	2	1 - 5	860	January 4 February 1 March 1, 29 April 26 May 24 June 21	July 19 August 16 September 13 October 11 November 8 December 6
Italian for Law	15	2	1 - 5	860	May 24 June 21	November 8 December 6
Exam Preparation CILS - CELI	6	6	3 - 12	560	April 26 October 18	



Internship Programme

Language Component: see General Italian Section

	No. of weeks	Fees €	Starting Dates
Internship Component	4	650	any time of year
	any additional week	50	

FURTHER INFORMATION

- **Enrolment fee: € 80**
- Payable once only, on enrolment; valid for all courses and programmes (except Internship Programme = € 130) for 12 months. Enrolment fee includes all reception services (accommodation placement, certificates, etc.), use of school facilities, seminars and social activities (except dinners, concerts, operas, visits and excursions). No enrolment fee for on line courses.
- Course book (mandatory): € 18.
- All materials except course book are included in fees.
- Extra charge for exams if required.
- For Academic Year and Academic Semester students, internal exams included in fees.
- Minimum age 16 (18 for Internship Programme).
- A lesson hour lasts 45 minutes for Group and Individual Courses.
- Open every week of the year. Closed at Christmas: December 18, 2021 - January 2, 2022 (at no expense to students). Closed on Italian Public Holidays (no refund of fees):
2021: January 6, April 5, June 2, June 29, 1 November, December 8
2022: January 6, April 18, April 25, June 2, June 29, August 15, November 1, December 8

Accommodation with Family: Self-Catering or with Meals (prices in Euros)

No. of weeks	Single Room		*Double Room		Breakfast per day	Half board per day
	Standard	Standard Plus	Standard	Standard Plus		
1	165	200	135	165	4	20
2	300	360	230	275		
3	425	520	310	375		
4	520	620	400	500		
any additional week after 4 weeks	130	155	100	125		

NOTES

- Accommodation is available for intensive-course students only.
- Payment is per person and includes: accommodation, use of bathroom and kitchen, change of linen, electricity and gas, wi-fi connection.
- Accommodation is at students' disposal from the Sunday before beginning of course until the Saturday morning following end of course.
- Payment can be made on arrival.
- In a few cases, a local tax of 3,5 Euros/day for the first 10 days may be charged, to be paid directly to the host.
- Extra fee for breakfast and for half board, if required.

Accommodation in Shared Flat (prices in Euros)

No. of weeks	Single Room		*Double Room	
	Standard	Standard Plus	Standard	Standard Plus
1	175	210	140	170
2	315	385	235	285
3	460	555	325	390
4	560	680	420	500
any additional week after 4 weeks	140	170	105	125

NOTES

- Accommodation is available for intensive-course students only.
- Payment is per person and includes: accommodation, use of bathroom and kitchen, change of linen, electricity and gas, wi-fi connection.
- Accommodation is at students' disposal from the Sunday before beginning of course until the Saturday morning following end of course.
- Payment can be made on arrival.
- In a few cases, a local tax of 3,5 Euros/day for the first 10 days may be charged, to be paid directly to the host.
- Independent flats available on request.
- * Double Rooms available for two students travelling together.

Transfer service

Price in Euros one way for one person (€)	
From/to airport	85



APPLICATION FORM

(please send to: Soc. Coop.va Dilit, via Marghera, 22 00185 Roma)



Personal details

Surname _____ First Name _____ Mr Ms
 Address _____ e-mail _____
 Tel. _____ Cell. _____ Emergency contact phone _____
 Nationality _____ Passport No. _____
 Date and place of birth _____ Profession _____
 Languages known _____
 Knowledge of Italian none a little average good very good

Course details

I would like to enrol for the following course(s):

_____ from _____ to _____ No. of weeks _____
 _____ from _____ to _____ No. of weeks _____

Accommodation

Room in a flat Standard Independent flat
 Room with a family Standard Plus Hotel (with breakfast)
 Single room Breakfast (with family) Bed & Breakfast
 Double room (only two friends) Half board (with family) Single room
 Double room

Do you suffer from any allergies? _____

Transfer Arrivals details if already known _____

I have sent _____ euros as deposit as full amount

I have read the General Conditions and I accept them.

Date _____ Signature (of parents for minors) _____

Information on the basis of articles 13-14 of the EU General Data Protection Regulation of 2016/679

Dear Madam/Sir,
in line with article 13 of the European Union Regulation 2016/679 and with regard to the information we receive, with a view to protecting persons and other subjects concerning the use of personal information, we inform you of the following:

1. Use of information about you

Any information collected about you will be treated as confidential and will only be used for considering any applications you make to us, the selection of your language level and the administration of your course and accommodation.

Information about allergies is necessary to be able to offer you the best service for your state of health.

2. How information about you is kept

Personal data about you will be kept in digital and/or paper form.

3. Confirmation of acceptance

Your confirmation requested at point 1 is compulsory in order to proceed with enrolment and provision of services. Without it we cannot proceed.

In the case of refusal to give information about allergies, the school declines any relevant responsibility.

4. Sharing of data

Data supplied may be shared with subjects working with the school on organising social activities and connected services.

The data will not be sent to countries outside the European Union.

5. The subject in charge of data management

The subject in charge is: Società Cooperativa DIL.IT r.l., Via Marghera, 22 - 00185 ROMA. Partita Iva: 01094361001, Codice Fiscale: 02645750585

6. Your rights

At any time, you can exercise, on the basis of articles 15-22 of European Union Regulation 2016/679, your right to:

- a) get confirmation of the existence or otherwise of your personal data;
- b) get information about why the data is being kept, what sort of personal data it is, what category of subject it has been sent to or will be sent to and, where possible, how long it will be kept for;
- c) have the data corrected and/or cancelled;
- d) limit the use of the data;
- e) data portability, in other words, receive the data from the subject in charge of data management, in a structured form in common use and readable by an automatic device, and send it to another subject in charge of data management without hindrance;
- f) stop the use of your data at any moment and especially in the case of direct marketing uses;
- g) stop automatic decision processes concerning people, including profiling;
- h) revoke at any moment any consent given previously without prejudicing the legitimacy of data use based on such consent;
- i) file a complaint with the relevant authorities.

You can exercise these rights by applying to: "Società Cooperativa DIL.IT r.l." at their legal address: Via Marghera, 22 - 00185 ROMA or by email at info@dilit.it
I the undersigned declare I have received the above information.

Place and date

• I the undersigned, _____, in the light of the information received concerning the use of my personal information (not consenting means the operation requested will be interrupted)

consent do not consent Signature _____

• I the undersigned, _____, in the light of the information received concerning the use of information about my health, in particular about any allergies I may have

consent do not consent Signature _____

General Condition

ENROLMENT

The student fills in the application form and sends it to the school along with a deposit of 200 Euros (1,000 Euros in case of Academic Programmes) or the full amount.

Internship Programme: students must send their application form at least 60 days before the language course starting date.

First Step Student sends application form indicating type and duration of language course and work experience required, together with a detailed resume (C.V.) and the completed work experience questionnaire (supplied by the school on request).

Second Step School answers saying whether the application is acceptable or not.

Third Step If the application is accepted student pays full fee (language course + internship). School sends confirmation.

All courses: enrolment shall be considered valid upon receipt of written confirmation from the school.

BALANCE

The balance must be paid at least 15 days before the beginning of the course.

HOW TO PAY

Online (by credit card)

Bank Transfer:

Bank name: MONTE DEI PASCHI DI SIENA

Account holder: SOC. COOP.VA DILIT r.l.

IBAN: IT88S0103003268000001050354

BIC/SWIFT: PASCITMMXXX

Please state student's name, course title and starting date with all payments.

Bank charges are to be met by the sender.

ACCOMMODATION

Payment can be made on arrival.

CANCELLATIONS

Not valid for students requiring documents to apply for a VISA.

Cancellations made before beginning of course

- Cancellation must be communicated in writing (fax or e-mail).

Deposits are not refundable.

- 30 days before beginning of course: balance will be refunded.
- Between 29 and 15 days before beginning of course: 20% of balance will be forfeited.
- Less than 15 days before beginning of course: entire sum will be forfeited.

CANCELLATIONS MADE AFTER BEGINNING OF COURSE

- The full tuition fee is forfeited. However, in the case of enrolments longer than three months the Director will evaluate the possibility of allowing credit for part of the tuition fee.
- If the student decides not to attend classes or to shorten the course, he/she is not entitled to any refund.

Deposits and fees are not transferable from person to person.

COURSE CHANGES

If a change of type or date of course is required, the student must notify the registration office at least 30 days before the beginning of the course. Other changes rest at the discretion of the Director. (However, on no account can a change be made from group classes to individual classes after the beginning of the course.)

VISAS

Students coming from countries that require a visa to study in Italy need to contact the Italian Embassy in their home country beforehand to complete the formalities. A certificate of enrolment is one of the requirements for obtaining a visa.

In order to receive a certificate of enrolment the student must pay the full tuition fee(s).

Cancellation due to rejection of visa application

A. If we receive such a cancellation within 7 days before the beginning of the course, the student forfeits € 350 plus any expenses paid on his/her behalf (like TNT, health insurance, etc.). The balance is paid back when all relevant documents, including the official Embassy note giving the reasons for rejecting the visa, are handed in to the School. It is, however, possible to start the course at a later date.

B. If such a cancellation is made less than 7 days before the beginning of the course, the entire sum is forfeited.

C. No refund once the Visa has been granted.

RESEARCH

The school keeps its teaching methods up to date thanks to the constant research it carries out. This means that from time to time lessons are filmed or audio-recorded. This filming and/or recording is carried out under the supervision and responsibility of the Head of the Research Department. It is used for no other purpose than for methodological research. In any case each student can exercise their right to be excluded from any such filming or recording simply by signing a note in Reception.

PUBLIC HOLIDAYS

No lessons will take place on public holidays (see further information in fees & dates pages). No refund will be made for these days.

COURSE CANCELLATION

The school reserves the right to cancel a course if the minimum number of students is not reached or by reason of force majeure.

RESPONSIBILITY

The school is not liable for the loss of personal objects on the premises.

INSURANCE

Students are advised to take out medical and personal insurance before leaving their home country. Moreover, students are also advised to insure themselves against loss of fees through non-arrival, absence for any reason, or unforeseen termination of their courses.

Recommended insurance services offered by: **guard.me** international insurance.

The school reserves the right to adjust fees in the event of particular international monetary situations.

Dilit IH

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info@dilit.it - www.dilit.it