



SCHEDULE 2009

January 5, 12, 19	February 2, 16	March 2, 16, 30	April 6, 20
May 4, 11, 18, 25	June 8, 15, 22, 29	July 6, 13, 20, 27	August 3, 10, 17, 24, 31
September 7, 14, 21	October 5, 19, 26	November 9, 23, 30	December 7

These starting dates are compulsory for absolute beginners only. Other levels start every Monday

SCHOOL CLOSURE : Monday 13th April, Friday 1st May, Tuesday 2nd June, Tuesday 8th December / Lessons on these days are not made up for. On the afternoon of 2nd July the school is closed but lessons will be held on other days. Christmas Holidays - The school will be closed from Saturday 19th December 2009 to Sunday 3rd January 2010 inclusive. The school will be open from Monday 4th January 2010 **LESSON LENGTH**: Lessons last 60 minutes, giving our students more teaching time. **NUMBER OF STUDENTS PER CLASS**: For group courses the minimum number of students is 5; maximum 12; average 10. **COURSE COSTS INCLUDE**: didactic material except text books (the cost of the books is from 20,00 to 35,00 according to the level), certificate of attendance, full orientation upon arrival, social activities (except transport fees, meals and entrance tickets), assistance with Police registration.

TERMS & CONDITIONS

MINIMUM AGE - If the school is obliged to accept an under-age student (-18 years old) for particular reasons, it cannot be held accountable for the supervision of these minors outside the school. The parents or legal guardians still remain responsibility for their conduct.

FEES INCLUDE - Lessons, Certificates, use of facilities such as the library and study zones, social activities if not indicated otherwise by the school.

FEES DO NOT INCLUDE - Textbooks, Accommodation, Examination Fees, Transfer from and to the railway / Airport, Bank charges, Insurance, Internet-point access and other fees not expressly mentioned under the title "fees include".

ENROLMENT AND PAYMENT - Applications should be sent to the booking office at least 30 days before the beginning of the course together with the deposit (30% of the TOTAL fee; course fee + administration fee + accommodation fee). In the exceptional cases of last-minute enrolment (less than 15 days of the beginning of the course) it is necessary to pay the total fee in full (sending us by fax/email copy of the bank transfer) or sending us credit card details in writing, authorizing us to charge the total fee immediately (in case of no show no refundable is possible).

BALANCE - The balance must be paid at least 15 days in advance of the course's starting date. If the student does pay the balance of the course as agreed to in the cancellation policy, we retain the agreed right to charge to customers the full course amount

METHODS OF PAYMENT - In order that you may be successfully admitted into the course, you will have to produce evidence of payment. Payment can be made by: Bank transfer, Cash or Credit card. A transaction fee will be applied when you pay for new bookings by Visa credit card, MasterCard, Diners Club, American Express. Credit cards incur a percentage charge of 2,5% of the total amount payable, with a minimum charge of € 5.00

ACCOMMODATION - The accommodation booking date is the day before the beginning of the course (usually Sunday) to the day after it finishes (usually Saturday). Different arrival or departure days must be requested in writing (allowing enough time to make suitable arrangements, certain national holidays or festivities such as the Palio, need sufficient warning) This must be confirmed by the school in writing. For any accommodation reservations the school requires credit card information as guarantee

ACCOMMODATION CHANGES - The accommodation department does its utmost to ensure that the accommodation is the most suitable possible for each student, through carefully following the enrolment form preferences. Please explain any specific requirements and expectations before we book you with a family, as translocation once here will only be done if the student has a serious consideration and changing apartment or family is absolutely necessary.

INFORMATION - The school will send you all the necessary information (by email or fax) at least 2 weeks before the beginning of your course but only when you have paid the TOTAL fees (course + accommodation + administration fee).

DAMAGE - If any damage is incurred to the property of the school or to third parties contracted by the school, the cost of these damages must be settled immediately at the school by those responsible.

BEHAVIOUR: SDA Siena naturally expects all students to treat fellow students, flat mates and families with respect and to act accordingly in the vicinity of both the school and with host families/ shared accommodation. Students are responsible for the day to day cleaning of their room/apartments. Curfew is 2am and Check out time is 11 am

TRANSPORT - Monthly bus passes are available for our students at a discount price. We offer an airport pick-up service to Siena from Pisa, Florence, Bologna and Rome at a fixed rate that must be booked through the enrolment form with the exact flight details.

POSTPONING - In case of postponing the beginning of the course with more than two weeks warning, the following will be applied: 50 Euro compensation for the accommodation but no fine for the course, less than one week: no penalty for the course fee but one week's worth of accommodation fee.

STUDY GRANTS - 30% reduction (minimum registration 4 weeks) for grants awarded by the Italian Foreign Office, 10% discount on all course prices to members of the Clergy, members of the Società Dante Alighieri (minimum registration 4 weeks), Erasmus students based in Siena (minimum registration 4 weeks)

STUDENT VISA - Citizens of the EU that stay less than 90 days do not require a visa to enter Italy. Non EU Citizens must contact the nearest Italian Embassy or Consulate to check the details regarding entry permits prior to inscribing for a course. We will then provide the enrolment requisite to assist in obtaining a visa. This form however can only be issued after full registration has taken place and fees are fully paid. You are responsible for obtaining visas and for any visa-related expenses such as the Federal express cost (Euro 35) will be added to the fees to the registration fees

PUBLIC HOLIDAYS - No lessons will take place on public holidays as indicated on the Date & Price page. No refund will be made for these lessons

HOLIDAY - You are allowed a holiday of 2 weeks for every 12 weeks that you study as in the table below. You must give 3 weeks notice writing.

LANGUAGE OF THE LESSONS - in keeping with communicative teach methodology, all of our lessons and activities (such as language course, gastronomy course, orientation trip, cultural seminars, etc) are conducted in Italian if not otherwise specified.

ATTENDANCE - Minimum attendance is 90%. If you are absent from the school for 3 or more days we will try to make contact by telephone or email. If we receive no response we will try to make contact again. If after the second attempt to make contact, you are still absent from the school and have not responded to our telephone calls or email, we are obliged to inform the Home Office of your absence which may affect your visa status. Absence is not compensated.

RESPONSIBILITY - The school reserves the right to expel from the premises of both school or accommodation if a student behaves in any way which is indecent/detrimental. At which point we are under no obligation to make any refund or cover any expense brought about by this action. The school is not liable for the loss, damage or injury to persons or property.

INSURANCE - Students are strongly 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.

PERSONAL DETAILS - The student authorizes Sieningue srl through this enrolment process to use personal information on the official mailing list. The participant may also periodically receive information, publicity or promotional material. However, the student may at any time, request that such personal data be removed from the mailing list of the School, in accordance with Italian law.

COURSE CHANGES - In the case of non attendance or shortening a course after course dates have been finalised through enrolment procedures, no refund is entitled. Deposit and fees are not transferable from person to person.

COURSE LEVEL: If you wish to change your course level, you must consult the Director of Studies

MINIMUM NUMBERS: The school reserves the right to offer an alternative course of equal value in the event of insufficient applications for a course.

CHANGING IN COURSE PROGRAMMES AND PRICES - The schools reserves the right to modify their course programmes and prices.

CANCELLATION POLICY - Cancellation of a course must be sent only in written form. We will only issue a total refund if more than a month's notice has been written, administration fees will not be refunded (70 Euro). Notice given more than 15 days before the course start date means that only 70% of the total fee is refundable. If insufficient notice is given, i.e. less than 15 days before the course start date, there is no refund whatsoever. The refund will be sent only in the form of a credit note.

ACCEPTANCE - Hereby officially accepting these Term and Conditions, the student therefore also accepts the Conditions of Participation which authorises Dante Alighieri, Siena to charge due course fees or fines to the credit card details without further permission from the student. In the rare case where the student does not attend/ arrive without prior explanation, fees will be obtained from the credit card details given in the enrolment procedure according to these Term and Conditions..

The programmes shown in our web-site are only indicative, the management reserves the right to alter dates, times and contents of courses at any time. The school reserves the right to adjust fees in the event of particular international monetary situations.

ITALIAN LANGUAGE COURSES

ALL HOURS OF LESSON LAST FULL 60 MINUTES

GROUP COURSES	Code	hours per week	1 week	2 weeks	3 weeks	4 weeks	Each extra week
Standard	G6	15	155,00 €	290,00 €	435,00 €	560,00 €	140,00 €
Intensive	G8	20	205,00 €	390,00 €	545,00 €	670,00 €	160,00 €

COMBINED COURSES (Group course + one-to-one)	Code	hours per week		1 week	2 weeks	3 weeks	4 weeks	Each extra week
		Group	One-to-one					
Standard	C4	15	4	290,00 €	540,00 €	810,00 €	1.060,00 €	265,00 €
Intensive	C8	15	8	410,00 €	800,00 €	1.195,00 €	1.575,00 €	395,00 €

SPECIAL COMBINED PROGRAMS	Code	hours of language per week	hours of culture per week	Price	
				1 week	each extra week
Siena Heritage (language & culture)	CS	15	4	315,00 €	300,00 €
Siena Magnifica (language, culture & cooking)	OC	20	4 + 1 wine tasting + 2 cooking sessions	460,00 €	450,00 € It includes 1-day activity during the week-end also

LONG TERM COURSES *	Code	hours per week (total)	Weeks	Price
Trimester - Standard	LT1	15 (180)	12	1.595,00 €
Trimester - Intensive	LT1	20 (240)	12	1.855,00 €
Semester	LT2	20 (480)	24	3.675,00 €
Semester Plus	SP	20 (640) + PLIDA exam	32	5.150,00 €
Academic Year	AY1	20 (960) + PLIDA exam	48	7.580,00 €

* You are allowed a holiday of 2 weeks for every 12 weeks that you study as in the table below. You must give 3 weeks notice writing

PRIVATE TUITION & MINI-GROUP LESSONS	Code	Group size	Price
Private tuition	IND	1	40,00 € per hour
Mini-group	MG2	2	52,00 € per hour (26,00 € per person per hour)
	MG3	3	60,00 € per hour (20,00 € per person per hour)

SPECIAL COURSES	Code	Weeks	Price	Extra week
C.S.N. (Swedish people only)	CSN	3	545,00 €	160,00 €
GERMAN B.U. (German people only)	GBU	2	475,00 €	n.a.
PLIDA exam preparation	PLIDA	2	590,00 €	n.a.

INTERNSHIP	Weeks of language course	Weeks of Internship	Price
IN24	2	4	750,00
IN28	2	8	910,00
IN212	2	12	1.060,00
IN44	4	4	1.050,00
IN48	4	8	1.250,00
IN412	4	12	1.350,00

B1 level of the Common European Framework for Languages is requested to start the internship program

HOME TUITION		Code	hours of lesson per week	1 st week and each extra week	
				1 person	2 people
General Italian	Standard	VG1	15	1.150,00 €	890,00 €
	Intensive	VG2	20	1.335,00 €	1.080,00 €
	Super intensive	VG3	25	1.440,00 €	1.090,00 €
Italian for business, commerce & Tourism	Intensive	VI2	20	1.390,00 €	1.090,00 €
	Super intensive	VI3	25	1.490,00 €	1.150,00 €
Speak culinary	Intensive	VC2	20	1.545,00 €	1.290,00 €

Please note the school requests Euro 70,00 administration fee

TRADITIONAL GASTRONOMY COURSES

EVENING CULINARY SESSION (KC)

Reserved to our Italian language students, owners of the Dante Alighieri's card	1 session 60,00 €	each extra session 55,00 €
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SINGLE CULINARY WEEKS (SC)

Starting dates	Sessions	Price
6th Apr, 13th Apr, 13th Jul, 20th Jul, 17th Aug, 24th Aug, 7th Sep, 14th Sep, 21st Sep	4	400,00 €
2 nd Feb, 9th Feb, 23rd Feb, 9th Mar, 16th Mar, 15th Jun, 12nd Oct, 19th Oct, 26th Oct, 2 nd Nov, 30th Nov, 7th Dec	5	500,00 €

CULINARY COURSES (CC)

Intensive Culinary courses	Starting & Ending dates	Weeks	Sessions	Price
Spring cuisine	9 – 20 March	2	8	750.00 €
Easter cuisine	6 – 18 April	2	8	750.00 €
Italian bread & dessert	15 – 19 June	1	5	450.00 €
Mediterranean diet cuisine	13 – 24 July	2	8	750.00 €
Summer palate	17 – 28 August	2	8	750.00 €
A journey through Italy	7 – 25 September	3	12	1,100.00 €
Xmas festivities	30 Nov – 11 Dec	2	10	900.00 €

PROFESSIONAL CULINARY COURSES (CP)

Professional Culinary courses	Starting & Ending dates	Weeks	Sessions	Price
Professional traditional Tuscan Cuisine	2 – 27 February	4	20	1,900.00 €
	4 – 29 May	4	16	1,500.00 €
	12 October – 6 November	4	20	1,900.00 €

COOKING TRAINING (CT)

	Total weeks	culinary sessions	Language lessons	internship	Price in Euro
CT1	46	30	320 hours	20-24 weeks	6.600,00*
CT2	40	40	340 hours	12-16 weeks	7.500,00*

**The price includes the language course + culinary sessions. During the internship the accommodation is charged to the restaurant*

ACCOMMODATION IN SIENA

	Type of accommodation	Price per person		
		1 week 6 nights	Each extra week 7 nights	Extra night
Single	Shared apartment	170.00 €	120.00 €	20.00 €
	Homestay – Breakfast only	190.00 €	140.00 €	25.00 €
	Homestay – Breakfast + Dinner	230.00 €	210.00 €	35.00 €
	Residence – Breakfast + air conditioned + wireless connection	300.00 €	290.00 €	50.00 €
Double	Shared apartment	120.00 €	100.00 €	15.00 €
	Homestay – Breakfast only	140.00 €	120.00 €	20.00 €
	Homestay – Breakfast + Dinner	210.00 €	175.00 €	30.00 €
	Residence – Breakfast + air conditioned + wireless connection	210.00 €	200.00 €	35.00 €

Bed & Breakfast, Hotel & Villa on request

Please note the school requests Euro 70,00 **administration fee**