



F+U Academy of Languages

2016

Berlin



 **Bildungsurlaub**
www.fuu-languages.com



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PRIVATSCHULVERBÄNDE e.V.

 **TestDaF**

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LANGUAGE TESTS



TestAS
Test für Ausländische Studierende
Test for Academic Studies

oriDaF
online-Einstufungstest
Deutsch als Fremdsprache

Language Courses

Test Centre

University Preparation

Language Tours

Company Training

Accommodation



Academy of Languages
Heidelberg · Berlin · Darmstadt

| | |
|---|----|
| F+U in the Heart of the Capital City | 3 |
| Berlin - The Political and Cultural Centre of Germany | 5 |
| F+U International Academy of Languages in Berlin | 6 |
| General Information, Cultural and Leisure Programme | 7 |
| Course Levels | 8 |
| Common European Framework of Reference for Languages (CEFR) | |
| F+U - International Test Centre | 9 |
| Individual Courses, Company Training | 10 |
| Evening Courses | |
| German as a Foreign Language | 11 |
| English | 11 |
| Intensive Courses | |
| German as a Foreign Language | 12 |
| English / German plus English | 12 |
| Special Programmes | |
| Lessons on Tour | 13 |
| À la Carte Courses: Sport, Art, Design and Music | 13 |
| Language Course with Cultural Internship | 13 |
| Higher Education Advice | 13 |
| Support with Official Matters | 13 |
| Provisional Admission | 13 |
| Preparation for the <i>Feststellungsprüfung</i> (university entrance qualification) | 14 |
| Computer Courses | 14 |

| | |
|---|----|
| Transfer, Accommodation | |
| Transfer | 14 |
| Map (residences, shared apartments) | 15 |
| General Accommodation Information | 15 |
| Accommodation Prices | |
| F+U Shared Apartments | 16 |
| F+U Academy Hostel Berlin | 16 |
| F+U Host Families | 17 |
| Guest Houses, Holiday Homes, Hotels, Youth Hostels | 17 |
| State Recognised Vocational College for Foreign Languages: Chinese, English, French, Japanese, Russian, Spanish and more | 18 |
| Further F+U Group Learning Centres | 20 |
| International Test Centre | |
| State Recognised Vocational College for Foreign Languages | |
| Worldwide Language Tours | |
| Commercial College of Further Education | |
| Professional Schools | |
| Academy 24 | |
| Heidelberg and Darmstadt Private School Centre | |
| International Prep School | |
| International University of Cooperative Education | |
| University of Applied Sciences for Business, Technology and Culture | |



FRITZ Study Centre

Friedrichstrasse 189, 5th floor, atrium side

- 6-10 classrooms
- School administration, advice, registration
- Computer lab
- Coffee, snack and drink machines
- Library and common room
- Close to the Gendarmenmarkt and Brandenburg Gate

CHARLIE Study Centre

Zimmerstrasse 23, 1st floor, right hand side

- 4-6 classrooms
- Tea kitchen
- Drinks machine
- Restaurants, cafés and food stands nearby
- Close proximity to Checkpoint Charlie and the Wall Museum (in the same building)



Berlin is Germany's largest and by far the most exciting city.

Since the fall of the Iron Curtain and the end of division by the Berlin Wall, Berlin has undergone architectural and cultural regeneration and enhancements that redefine it as a **21st century world city**. But Berlin is still mindful of its turbulent history. In the steel and glass cupola of the Reichstag and the postmodern shopping centres are the reflections of opulent historic buildings dating back to the imperial era - alongside the monuments and memorials of the post-war period. Berlin's **creative and start-up scene** draws its inspiration from this richness of contrasts; as of 2006 the city has been awarded the title "UNESCO City of Design".

Over 150 concert halls and theatres, three opera houses, 200 museums and art collections, 440 galleries displaying the works of over 6,000 contemporary artists, and some of the world's most popular nightlife, including the Berghain, all vie for the attention of over 11 million visitors a year from all corners of the globe. As a crowd puller the relatively new Berlinale now rivals the established European film festivals in Venice and Cannes. Meanwhile, music lovers are spoilt for choice by some of the best symphony orchestras and choirs in the world. The **Museum Island**, with its five monumental buildings, is not only a United Nations World Heritage Site, but also the centre of the most renowned "Long Night of the Museums", founded here in 1997 and replicated many times all over the world. There are some memorable nights out to be had the rest of the year too: **Berlin's vibrant pub and café scene** never sleeps, with enticing restaurants, bars and cafés in the diverse and distinct neighbourhoods ('Kieze') open until the early hours of morning. During the festive season Berlin offers more Christmas markets than any other European city (80 in 2015 alone), and later hosts the **largest New Year's Eve party on the continent**, with a million visitors peacefully welcoming in the New Year between the Victory Column and the Brandenburg Gate.

By day, Germany's capital city presents itself as a centre of science par excellence. Its 38 universities and institutes of higher education - including some of Germany's most renowned schools of art, design and music - currently attract greater numbers of students than any other federal state. Around 166,000 students were registered here during the winter semester 2014/2015. Both the renowned Humboldt University (founded 1810/11) and the Freie Universität Berlin, which achieved special merit for its 'International Network University' future strategy concept, were recognised as **elite German universities** for the third time in succession within the framework of the Excellence Initiative. The Berliner Charité is the largest medical faculty in Europe, while the Berlin State Library, which holds over 10 million printed volumes, is the largest scientific universal library in the German-speaking world.

Berlin is not only the European Union's second largest city (nine times the size of Paris), but also its greenest. A third of Berlin's total area consists of greenery, woodland and water. 440,000 trees line the streets. Together with 29,000 hectares of urban woodland, countless parks and public gardens - such as the Berlin Tiergarten park and the Botanical Garden - they sustain the unrivalled and famed 'Berlin air'. Two nearby natural paradises, the Grunewald and Spreewald, are ideal for walking, camping, swimming and sailing.

The two **airports, Tegel and Berlin-Schönefeld**, offer convenient international connections to the city, as do the many reasonably-priced long-distance buses that depart regularly from the central bus station (ZOB) and travel to other European destinations.

Berliner Events Calendar 2016 (Excerpt)

| | |
|---------------|---|
| 18.-22.01. | Berlin Fashion Week (top-class international trade fairs and shows) |
| 21.-26.01. | Berlin Six-Day Racing (renowned international cycle racing) |
| 11.-21.02. | International Film Festival Berlin / 66 th Berlinale |
| 09.-13.03. | ITB International Tourism Convention (the world's largest travel trade fair) |
| 18.-28.03. | Festtage 2016 (top-class classical music festival led by Daniel Barenboim) |
| 05.-08.05. | XJazz (Berliner jazz club festival) |
| 13.-16.05. | Karneval der Kulturen (Carnival of Cultures - vibrant street festival with several parades) |
| 21.05. | DFB cup final (final of the German clubs' football tournament) |
| 06.-22.05. | Theatertreffen theatre festival (ten production highlights from the current season) |
| 11.06. | Long Night of the Sciences (fascinating insight into an array of research fields) |
| 04.06.-18.09. | Berlin Biennale for contemporary art |
| 28.06.-01.07. | Berlin Fashion Week (world-class trade fairs and fashion shows) |
| 23.07. | CSD - 38 th Christopher Street Day |
| 17.08.-04.09. | Young Euro Classic Festival |
| 27.08. | 36th Long Night of the Museums |
| 01.-16.09. | Musikfest Berlin (season opening concert by the Berlin Philharmonic) |
| 02.-07.09. | IFA - International Consumer Electronics fair (the latest entertainment and communication technology) |
| 09.-10.09. | Pyronale (international team fireworks competition) |
| 30.09.-16.10. | Festival of Lights (Berlins streets, squares and landmarks are artistically illuminated) |
| 23.11.-26.12. | Christmas market season |
| 31.12. | New Year's Eve party at the Brandenburg Gate |



Language Courses at F+U

The **non-profit F+U Group of Companies** is one of the largest private education providers in Germany. It has centres throughout the Federal Republic as well as in other European countries and cooperates with state and private education providers all over the world. In the capital city of Berlin, F+U specialises in professional and continuing further education, as well as in commercial retraining and qualifications.

For years, the successful dual model bachelor degree programmes and the latest distance, full-time and dual master's programmes at the **University of Applied Sciences for Business, Technology and Culture (Hochschule für Wirtschaft, Technik und Kultur - HWTK)** have offered young people practice-focused education that is also gradually becoming open to international students.

Since 2013, the **F+U Academy of Languages Berlin** has complemented this wide range of courses with academically demanding language and computer courses of an international calibre, thereby continuing a tradition first begun in 1980 in the romantic Neckar city of Heidelberg. The parent of all F+U language schools, the Academy Of Languages Heidelberg welcomes over 10,000 learners and examination candidates from over 100 countries every year and is one of the largest and most successful language schools in Germany. Additional schools in Tenerife and Darmstadt have gone on to expand the scope of the courses offered, also geographically.

All of our language learners in Berlin - whether international students seeking to improve their German in readiness for higher education or, with the help of our International Prep School, preparing for the Feststellungsprüfung, or local people aiming to improve their foreign language skills, for example in Business English or TOEFL preparation - can profit from this innovative **network of teaching experience and educational competence**. Our flexible in-house training is the preferred solution for **companies and diplomatic representatives**.



Reasons for Choosing F+U

- **Right in the middle of the city:** Central location and ideal public transport connections, just a one-minute walk from the central Stadtmitte and Kochstrasse underground stations. The Gendarmenmarkt, the Brandenburg Gate, government quarter and two of Berlin's most famous shopping malls (Galeries Lafayette, Mall of Berlin) are all within a short walking distance. The bright and cheerful classrooms are located in the modern Berlin Kontorhaus ('Fritz' study centre) and nearby at the hugely popular Checkpoint Charlie ('Charlie' study centre). Lifts are widely available, and there are several car parks close to the school.
- **Long-standing experience** in language teaching, goal-orientated examination preparation and organisation of language tours; state recognised Vocational College for Foreign Languages in Heidelberg.
- **Wide-ranging educational competence:** F+U operates a University of Applied Sciences for Business, Technology and Culture, an International University of Cooperative Education, secondary schools (Gymnasium and Realschule), a bilingual primary school and several academies specialising in professional and foreign language training.
- **International Test Centre:** You can take internationally recognised examinations at our study centre: TOEFL®, TOEIC®, TELC; coming soon (2016): TestDaF, TestAS, OnDaF.
- **Affiliations and partnerships:** FaDaF (Fachschaft Deutsch als Fremdsprache); VDP (Federation of Private Schools in Germany); Eurohodip (European Hotel Diploma); DRV - German Travel Association); Istituto Italiano per gli Studi Filosofici; Olympiastützpunkt Rhein-Neckar e.V. (Olympic Training Centre); Deutsches Jugendherbergswerk (German Youth Hostel Association) and more
- Year-round **guarantee of provision** for our language courses.
- Free **language tandems** with learners from over 100 countries and German students from the F+U university of applied sciences (HWTK)
- **Exclusive range of accommodation** in F+U shared apartments, with host families and in the F+U student hostel (equipped with TV, Wi-Fi, private bathroom; located near Potsdamer Platz, just four stops from the school). Organisation of bespoke accommodation (holiday homes, hotel rooms) on request. Four-star design hotel in the school building complex.
- **Outstanding value for money.**
- **Flexible study centres ('Lessons on Tour')**: You can switch between our three main study centres - Heidelberg, Berlin and Darmstadt - at any time. There is no surcharge for advance bookings.
- **Committed to quality:** A certified quality management system (DIN EN ISO 9001:2008) continuously monitors our compliance with important quality standards.



General Information and Regulations

- **School opening hours:** Monday and Thursday: 8:00-20:00; Tuesday, Wednesday, Friday: 08:00-18:00; Saturday and Sunday: on request.
- The **prices and services** stated in this brochure are valid until the publication of a new pricelist. Errors and omissions excepted.
- Only the **information specified in the German and English versions of the pricelist is authoritative**. All other translations are intended solely for orientation in the respective language.
- Unless indicated otherwise, all **course fees** are per person, and **accommodation rates** are per room.
- **Non-profit education provider:** The majority of F+U's services are exempt from VAT.
- One **teaching hour** (TH) is 45 minutes.
- Language courses are **professionally orientated or prepare for higher education**, and can lead to an internationally recognised language **certificate**.
- **Change of school:** If not booked before the start of the course, a charge of €100 will apply for changing the course location to our language schools in Heidelberg or Darmstadt. The application to change the school location must be made at least two weeks in advance.
- **Minimum age** (group courses): 16 years.
- Our courses are led by **experienced, highly qualified teachers**.
- **Books are not included in the course fee:** German courses ca. €35 per level, English courses ca. €50 per level.
- **Guaranteed provision, minimum participant numbers:** Confirmed courses are held even if the minimum number of participants (4 learners) is not reached. The booked number of hours will be reduced by 25%. To compensate, learners may join another group course.
- **Public holidays** (no lessons) 2016: 01.01 (Fri), 25.03 (Fri), 28.03 (Mon), 05.05 (Thu), 16.05 (Mon), 03.10 (Mon). The missed lesson can be made up by participating in module or evening courses; the written request for compensatory lessons must be received no later than 14:30 one day before the respective public holiday.
- **School holiday:** 19.12.2016 - 30.12.2016; no application for holiday is required for these days. Individual lessons are available on request.
- **Individual holiday:** The booked course will be extended by the length of the holiday period requested in writing; written requests should be submitted only to: languages.berlin@fuu.de.
- **Intensive courses:** Two weeks (Monday-Friday) per quarter (12 course weeks); application to be received no later than Thursday, 16:00, before the start of the holiday.
- **Evening courses:** No limit; application to be received no later than Friday, 14:30, before the start of the holiday.
- **Individual lessons, closed small groups, company training:** Cancellation of the lesson is possible without charge before 16:00, one day before the scheduled lesson.
- Applications to **change the course level or module** must be received by the school administration by Thursday, 16:00, for the subsequent week.
- A **cancellation of the course** is possible without charge until to two weeks before course commencement, after which the following cancellation charges apply: cancellation by one week before course commencement: €25; by Friday, 12:00, before course commencement: €50; later than this notice period but before course commencement: the registration fee plus the

- course fee for one week's/month's course or, in the case of individual lessons, the course fee for two individual teaching hours.
- **Following course commencement a cancellation of the course** or a **reduction** in the number of lessons is possible only in cases prescribed by law (for further conditions see our General Terms and Conditions).
- **Cancellation of accommodation booked through F+U** is possible with four weeks' notice (see page 15 for further regulations and also our General Terms and Conditions).
- **International Test Centre:** You have the opportunity to take internationally recognised examinations, including: TOEFL®, TOEIC®, TELC, TestDaF (in preparation) and more.
- **Main course:** Lessons are differentiated by level according to the European Framework of Reference of Languages (see page 8). The lesson focuses on all key standard language skills (reading, listening comprehension, writing and speaking). Standard German courses from level B2 are complemented by specific examination preparation courses (DSH or TestDaF).
- **Module course:** These courses train specific skills (e.g. grammar, conversation); it is also possible to take an examination preparation module (e.g. DSH or TestDaF). The module courses complement and build on the content of the main course. Learners with sufficient knowledge of the language can also take a module as stand-alone language course. It is possible to switch between the modules.

Cultural and Leisure Programme

F+U offers a varied cultural and leisure programme consisting of at least one activity per week throughout the year and at least two activities a week during the summer (July and August), for example: orientation tours of Berlin's city centre (free); regular 'Stammtisch' gatherings (free); cycling tours of Berlin's most attractive districts (free); boat trips on the Spree; visits to the German Bundestag (parliament); museum and concert visits; sporting activities (e.g. climbing, canoe tours); company visits; afternoon workshops on phonetics, academic writing for university, interviews and oral exams; all-day or half-day excursions to Poland, Potsdam, Leipzig, Hamburg and Dresden and much more. The minimum number of participants for each activity is four people. The fee is based on the individual type of activity.

YOU WILL FIND UP-TO-DATE INFORMATION

ON ACTIVITIES ON THE NOTICES IN THE SCHOOL

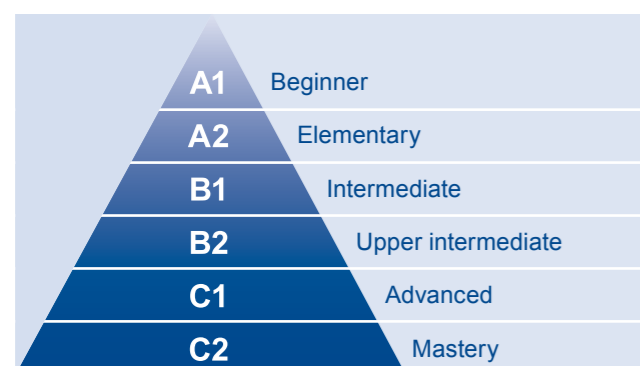
AND ONLINE AT: NEWS.FUU-LANGUAGES.BERLIN

Common European Framework of Reference for Languages (CEFR)

| CEFR Levels | TH per Level | Language Certificates ¹ | | | Course Duration (one course level) |
|-------------|--------------|---|--|--|--|
| | | English | German | French, Spanish, Italian, Russian | |
| A1 | 160 | English A1, LCCI-Preliminary 1, TOEIC® 10-120 ² | Start Deutsch 1 | Français A1, Italiano A1, Russian A1, Diploma de Español A1 | The course duration depends on the intensity of the booked course. |
| A2 | 160 | English A2, LCCI-Preliminary 2, TOEIC® 120-225 | Start Deutsch 2 | Français A2, Italiano A2, Russian A2, Diploma de Español A2 | |
| B1 | 160 | English B1, B1 Business, LCCI-1, TOEFL® 57-86 TOEIC® 226-550 ² | Zertifikat Deutsch, Deutsch-Test für Zuwanderer | Français B1, Italiano B1, TRKI-1, Diploma de Español Inicial B1 | Intensive courses: A1-B2: each 6-8 weeks; C1: minimum 8 weeks, C2 correspondingly longer |
| B2 | 160 | English B2, B2 Business, LCCI-2, TOEFL® 87-109, TOEIC® 551-785 ² | Deutsch B2, B2 Beruf, B1/B2 Pflege, TestDaF 3, DSH 1 | Français B2, Italiano B2, TRKI-2, Diploma de Español Intermedio B2 | |
| C1 | 160 | Foreign Language Correspondence Clerk, European Secretary, Multilingual Correspondence Clerk English C1, LCCI-3, TOEIC® 786-945 ² , TOEFL® 110-120 | Deutsch C1, C1 Hochschule, C1 Beruf, B2/C1 Medizin TestDaF 4, DSH 2, Deutsch in der Wirtschaft (A2-C2) | Foreign Language Correspondence Clerk, European Secretary, Multilingual Correspondence Clerk Français C1, TRKI-3, Diploma de Español Superior C1 | Evening courses: ca. 6-8 months For individual lessons the number of hours required for a complete course level is reduced by ca. 50%. |
| C2 | 400 | Translator, English C2, LCCI-4, TOEIC® 946-990 ² | TestDaF 5, DSH 3, Deutsch C2 | Translator, Français C2, TRKI-4, Diploma de Español Superior C2 | |

¹All language certificate examinations can be taken at the F+U Academy of Languages or at one of our partner institutions.

²The test results listed here refer to the TOEIC® exam Listening & Reading language competences.



| CEFR Levels | Listening | Reading | Speaking | Writing |
|-------------|--|--|---|--|
| A1 | Can understand simple sentences | Can understand simple sentences | Can communicate in short phrases | Can produce short, simple postcards |
| A2 | Can understand the overall meaning of short, simple, clear messages | Can read short, simple texts, e.g. personal correspondence | Can communicate in sentences in everyday situations | Can produce short, simple notes, messages and personal letters |
| B1 | Can understand important information regarding work, free time, etc. | Can comprehend text written in everyday language | Can participate in conversations about family, hobbies and work | Can produce simple, connected text on familiar themes |
| B2 | Can follow lengthy statements and most TV programmes | Can understand newspaper articles and literary prose | Can communicate fluently and spontaneously | Can produce detailed texts and effectively present an argument |
| C1 | Can understand lengthy statements and TV programmes without great effort | Can comprehend complex and literary texts | Can express thoughts fluently, spontaneously and precisely | Can produce clear, well-structured texts on complex subjects |
| C2 | Can understand complex language with ease, also when spoken quickly | Can comprehend any text with ease | Can participate effortlessly in all conversations and discussions | Can produce and discuss sophisticated and complex texts |



Please note: Not all Academy of Languages study centres - Heidelberg, Berlin and Darmstadt - currently offer an identical range of examinations. We will be pleased to inform you when and where you can book a place for your chosen examination.

| Examination | Language(s) | Description | Dates 2016 | Fees ¹ |
|---|---|---|--|--|
| TestDaF Test Deutsch als Fremdsprache | German | Required for enrolment at German universities (equivalent to DSH) | 10.02; 20.04; 09.06; 19.07; 20.09; 08.11 | € 175 |
| TestAS Test for Academic Studies | German or English | Aptitude test for international students; not yet obligatory | 25.02; 23.04; 22.10 | € 80 |
| OnDaF/onSET-English | German/English | Internet test (A2-C1), result available worldwide on demand | Registration dates: see below ² | €30 (supplement of €30 for individual dates on demand) |
| TELC The European Language Certificates | English, Spanish, French, German, Italian, Russian and more | Evidence of foreign language skills (A1-C2) | Registration 6 weeks in advance - late registrations are subject to an additional fee; Dates: see below ³ | € 180 (supplement for express marking and for individual dates on demand) |
| TELC B1/B2 Pflege and B2/C1 Medizin | German | The exams provide evidence of the required specialist language competence to qualification recognition authorities and medical institutes | Registration 6 weeks in advance - late registrations are subject to an additional fee; Dates: see below ² | € 180 (supplement for express marking and for individual dates on demand) |
| TELC C1/C1 Hochschule | German | The exam is for adults wishing to enter higher education at a German-speaking university | Registration 6 weeks in advance - late registrations are subject to an additional fee; Dates: see below ² | Individual exam: € 180 Group exam: € 120 per candidate (minimum 10) |
| Test WiDaF® (Test Deutsch als Fremdsprache in der Wirtschaft) | German | Points-based assessment test (A2-C2), checking and certifying current German skills for entry-level and career professionals | Dates: see below ² Registration: 1 week in advance | € 180 |
| TOEFL® | English | Evidence for admission to higher education, especially BA, MA, BSc, BEng, MSc, MBA programmes | Several dates throughout the year | US\$ 245 |
| TOEIC® | English | The world's most commonly taken test of English for business purposes | Listening & Reading: Dates: Flexible. Registration: 1 week in advance Speaking & Writing: Dates: Every first and third Wednesday in the month. Registration: 2 weeks in advance | Each € 180 (supplement for express marking and for individual dates on demand) |
| LCCI London Chamber of Commerce and Industry | English | Test of professional English | Not known at time of going to press. | From € 135 |
| DELE Diploma de Español como Lengua Extranjera | Spanish | The 'Diploma Superior' is required for admission to Spanish universities | April, May, October, November F+U Tenerife offers preparation for the DELE exams (B1-C2) at the Universidad de La Laguna | From € 160 |
| TRKI Test Russkogo Kak Inostrannogo | Russian | Jointly licensed by Moscow Lomonosov University and the Education Ministry of the Russian Federation | Offered by the Institute of Slavic Studies at Heidelberg University (branch of the Halle Centre for the Certification of Russian Language) | From € 50 |
| Foreign Language Correspondence Clerk | German, English, Spanish, French, Japanese, Chinese, Russian and more | State recognition for Chinese, English, French, Japanese, Russian and Spanish | Start in March and September: English, Spanish, French, Japanese | See page 18 |
| European Secretary | English, Spanish, French | For the other languages examinations are available, such as those offered by the IHK. Further information on request. | All other language combinations begin in September. | |
| Multilingual Correspondence Clerk | European Secretary + fourth language | | | |
| Translator | English, Spanish, French and more | | | |
| ECDL European Computer Driving Licence | IT | Evidence of good IT skills, in seven modules | Registration two weeks in advance | € 30 per module plus € 50 for a Skills Card |
| In-house language test | All languages | € 150 (with certificate), regular discount offers for existing students registered with F+U. The exam is offered every Thursday; advance registration of at least one week is required. | | |

¹Status September 2015

²16.01; 13.02; 12.03; 09.04; 14.05; 11.06; 16.07; 13.08; 10.09; 15.10; 12.11; 10.12

³21.01; 18.02; 17.03; 07.04; 19.05; 16.06; 21.07; 18.08; 22.09; 20.10; 17.11

Individual Lesson, Closed Small Groups, Company Training

- **Registration fee** (for first course): €35 (group bookings from three people: €15 per person).
- **Free services:** Placement test, progress tests, Internet access/Wi-Fi, computer room, certificate of participation, documentation for authorities, student ID card, organisation of language tandems, cultural programme and more.
- One **teaching hour** (TH) = 45 minutes.
- **Discounts** (quantity discounts) apply only for full advance payment.
- **Your benefits at a glance:**
 - No registration fee for two trial lessons (payable only from the third teaching hour).
 - It is possible to **cancel a lesson appointment** free of charge in writing by 16:00 one day in advance (languages.berlin@fuu.de).
 - **Lesson times:** Mondays-Fridays: 08:00-20:00; Saturdays and Sundays on request (Sundays with a surcharge).
 - The **lesson progression and content** are tailored to your requirements.
 - You can form a **free language tandem** with our German course learners from England, the USA, China, Japan, Russia, Italy, Spain, Brazil, France and several more countries. It is also possible to build study groups with students at the F+U University of Applied Sciences for Business, Technology and Culture (Hochschule für Wirtschaft, Technik und Kultur – HWTK), situated in the same building.
- **Individual lessons in larger groups:** We will be pleased to provide you with a special quotation.
- **Languages offered:** Arabic, Brazilian Portuguese, Bulgarian, Chinese, Croatian, Czech, English, Dutch, French, German, Greek, Hungarian, Italian, Japanese, Norwegian, Polish, Portuguese, Romanian, Russian, Serbian, Spanish, Swedish, Turkish, Ukrainian, (further languages on request).
- **Language groups:**
 - **Language group I:** English, French, German, Italian, Polish, Russian, Spanish.
 - **Language group II:** Croatian, Czech, Greek, Portuguese (also Brazilian Portuguese), Turkish.
 - **Language group III:** All other languages.
- **Specialist language I:** Business, literature, examination preparation, translation training.
- **Specialist language II:** Medicine, caring professions, technology, cost-performance analysis, accounting and more.



| Individual lesson | Language group I | | | Language group II | | | Language group III | | |
|-------------------|------------------|--------------|---------------|-------------------|--------------|---------------|--------------------|--------------|---------------|
| | Standard | Specialist I | Specialist II | Standard | Specialist I | Specialist II | Standard | Specialist I | Specialist II |
| 1-9 TH | € 26 | € 28 | € 34 | € 28 | € 30 | € 36 | € 30 | € 36 | € 40 |
| 10-19 TH | € 24 | € 26 | € 32 | € 26 | € 28 | € 34 | € 28 | € 34 | € 38 |
| 20-99 TH | € 22 | € 24 | € 30 | € 24 | € 26 | € 32 | € 26 | € 32 | € 36 |
| From 100 TH | € 20 | € 22 | € 28 | € 22 | € 24 | € 30 | € 24 | € 30 | € 34 |

| Duo lesson | Language group I | | | Language group II | | | Language group III | | |
|-------------|------------------|--------------|---------------|-------------------|--------------|---------------|--------------------|--------------|---------------|
| | Standard | Specialist I | Specialist II | Standard | Specialist I | Specialist II | Standard | Specialist I | Specialist II |
| 1-9 TH | € 30 | € 32 | € 38 | € 32 | € 34 | € 40 | € 34 | € 40 | € 44 |
| 10-19 TH | € 28 | € 30 | € 36 | € 30 | € 32 | € 38 | € 32 | € 38 | € 42 |
| 20-99 TH | € 26 | € 28 | € 34 | € 28 | € 30 | € 36 | € 30 | € 36 | € 40 |
| From 100 TH | € 24 | € 26 | € 32 | € 26 | € 28 | € 34 | € 28 | € 34 | € 38 |

| Small group (3-6) | Language group I | | | Language group II | | | Language group III | | |
|-------------------|------------------|--------------|---------------|-------------------|--------------|---------------|--------------------|--------------|---------------|
| | Standard | Specialist I | Specialist II | Standard | Specialist I | Specialist II | Standard | Specialist I | Specialist II |
| 1-9 TH | € 36 | € 38 | € 44 | € 38 | € 40 | € 46 | € 40 | € 46 | € 50 |
| 10-19 TH | € 34 | € 36 | € 42 | € 36 | € 38 | € 44 | € 38 | € 44 | € 48 |
| 20-99 TH | € 32 | € 34 | € 40 | € 34 | € 36 | € 42 | € 36 | € 42 | € 46 |
| From 100 TH | € 30 | € 32 | € 38 | € 32 | € 34 | € 40 | € 34 | € 40 | € 44 |

Supplementary charges:

- Lesson on Sunday: 15%.
- In-house training: 20% (lesson outside the Academy of Languages premises, but within Berlin transport zones A/B).
- We will be pleased to prepare you a quotation for lessons in the greater Berlin area and beyond.



- **Registration fee** (for first course): €35 (group bookings from three people: €15 per person).
- **Free services:** Placement test, progress tests, Internet access/Wi-Fi, computer room, certificate of participation, documentation for authorities, student ID card, organisation of language tandems, cultural programme and more.
- One **teaching hour** (TH) = 45 minutes.
- The **course fee discount** applies only to advance payments for a minimum of 4 months.
- **Learning materials:** Two books per course level (German ca. €35, English ca. €50; the books can be borrowed for a fee and deposit).
- **Guaranteed provision, minimum number of participants:** Confirmed courses are held even if the minimum number of participants (4 learners) is not reached. The number of hours booked is reduced by 25%; to compensate, learners can also participate in another type of course (main course or module course).
- Lessons missed due to **public holidays** will be made up.
- It is possible to alternate between the individual **modules**.
- **For further information/regulations please see General Information, page 7.**



German as a Foreign Language

| Course No. | Course type | Level | TH | Learners | Course days 18:30-20:00 | Fee per month | | Course start ¹ |
|------------|----------------------------------|---|----------|-----------|-------------------------------|---------------|-------------|---------------------------|
| | | | | | | 1-3 mths | From 4 mths | |
| 1 | Main course Standard German | Acquisition of the various language competences in homogenous learning groups, levels A1-C1 | 16 | 4-15 | Monday + Thursday | € 125 | € 100 | Every Monday |
| 2 | Main course plus Module course | Participation in module course I or II to complement the main course | 24 | 4-15 | Monday + Wednesday + Thursday | € 175 | € 130 | Every Monday |
| 3 | Module course I Grammar | Extension course with focus on grammar, from level A1 | 8 | 4-15 | Wednesday | € 100 | € 80 | Every Wednesday |
| 4 | Module course II Conversation | Extension course with focus on conversation, from Level A2 | 8 | 4-15 | Wednesday | € 100 | € 80 | Every Wednesday |
| 5 | Intensive course Standard German | Supplement to the main and module courses in individual lessons, from level A1 | 24+ 8 IL | 4-15 + IL | Monday to Thursday | € 350 | € 325 | Every Monday |

¹Start for learners without prior knowledge of the language: 04.01, 01.02, 07.03, 04.04, 02.05, 06.06, 04.07, 01.08, 05.09, 04.10, 07.11, 05.12



English

| Course No. | Course type | Level | TH | Learners | Course days 18:30-20:00 | Fee per month | | Course start ¹ |
|------------|---------------------------------------|---|----|----------|-------------------------|---------------|-------------|---------------------------|
| | | | | | | 1-3 mths | From 4 mths | |
| 6 | Main course Standard English | Acquisition of the various language competences in homogenous learning groups, levels A2-C1 | 8 | 4-10 | Monday | € 80 | € 60 | Every Monday |
| 7 | Main course plus Module course | Participation in module course I, II or III to complement the main course | 16 | 4-10 | Monday + Thursday | € 130 | € 110 | Every Monday |
| 8 | Module course I Business English | Extension course with focus on specialist business language, from level B1 | 8 | 4-10 | Thursday | € 100 | € 80 | Every Thursday |
| 9 | Module course II Grammar/conversation | Extension course with focus on grammar and conversation, from level A1 | 8 | 4-10 | Thursday | € 100 | € 80 | Every Thursday |
| 10 | Module course III TOEFL® preparation | Preparation for the TOEFL® exam ² , from level B1 | 8 | 4-10 | Thursday | € 120 | € 100 | Every Thursday |

¹Start for learners without prior knowledge of the language: On request.

²The TOEFL® test can be taken in-house, here at F+U.

- **Registration fee** (for first course): €35 (group bookings from three people: €15 per person).
- **Free services:** Placement test, progress tests, Internet access/Wi-Fi, computer room, certificate of participation, documentation for authorities, student ID card, organisation of language tandems, cultural programme and more.
- One **teaching hour (TH)** = 45 minutes.
- **Discounts** apply only to advance payment of at least three/twelve weeks; advance payment in full is required for the Academic Year.
- **Learning materials:** Two books per course level (German ca. €35, English ca. €50; for a period of 3 weeks and less the books can be borrowed for a fee and deposit).
- **Guaranteed provision, minimum number of participants:** Confirmed courses are held even if the minimum number of participants (4 learners) is not reached. The number of hours booked is reduced by 25%; to compensate, learners can also participate in another type of course (main course, module course or evening course).
- **Public holidays** (no lessons): 01.01 (Fri), 25.03 (Fri), 28.03 (Mon), 05.05 (Thu), 16.05 (Mon), 03.10 (Mon). The missed lesson can be made up by participating in module or evening courses, provided a written request for compensatory lessons is received no later than 14:30 one day in advance (languages.berlin@fuu.de).
- It is possible to alternate between the individual main courses or modules.
- The language courses are **professionally orientated or prepare for higher education**, and lead to an internationally recognised language certificate.
- **For further information/regulations please see General Information, page 7.**



German as a Foreign Language

Course start: Every Monday throughout the year; learners without prior knowledge of the language: 04.01, 01.02, 07.03, 04.04, 02.05, 06.06, 04.07, 01.08, 05.09, 04.10, 07.11, 05.12

| Course No. | Course type | Course description | TH/wk | Learners | Course times (Mon-Fri) | Flexible course duration (Fee per week) | | | Academic Year (Fee per course) | |
|------------|--|---|----------------|-----------|--|---|----------|-------------|--------------------------------|---------|
| | | | | | | 1-2 wks | 3-11 wks | From 12 wks | 25 wks | 40 wks |
| 13 | Main course Standard German/DSH/TestDaF | Acquisition of the various language competences in homogenous learning groups. Levels A1-C1; from B2.2 the option of exam preparation of standard German is offered | 20 | 4-15 | 09:00-12:15 | € 140 | € 125 | € 105 | € 2500 | € 3800 |
| 14 | Main course + module course | Participation in module course I-III to complement the main course | 20 + 10 | 4-15 | 09:00-12:15 13:00-14:30 | € 180 | € 160 | € 135 | € 3250 | € 5000 |
| 15 | Super-intensive course Main course + module + IL | A combination of group and individual lessons | 20 + 10 + 5 IL | 4-15 + IL | 08:00 - 08:45 ² 09:00-12:15 13:00-14:30 | € 330 | € 300 | € 290 | € 7125 | € 11200 |
| 16 | Module course I Grammar | Lesson with in-depth focus on grammar, from level A1 | 10 | 4-15 | 13:00-14:30 | € 100 | € 75 | € 50 | - | - |
| 17 | Module course II Conversation | Lesson with in-depth focus on conversation, from level B1 | 10 | 4-15 | 13:00-14:30 | € 100 | € 75 | € 50 | - | - |
| 18 | Module course III DSH/TestDaF ¹ preparation | Examination preparation, from level B2.2 | 10 | 4-15 | 13:00-14:30 | € 100 | € 75 | € 50 | - | - |

¹Our **TestDaF preparation courses** begin four weeks before the week of the examination itself: 11.01, 21.03, 09.05, 20.06, 10.10; outside these course times it is possible to participate in our DSH or standard German courses.

²For the individual lessons, course times, for example in the afternoon, can be organised individually with the agreement of the teacher.

English / German plus English

Course start:

No. 25: Every Monday throughout the year (suitable only for English learners from level A2); learners with no prior knowledge of the language: 04.01, 01.02, 07.03, 04.04, 02.05, 06.06, 04.07, 01.08, 05.09, 4.10, 7.11, 5.12

No. 28, 54: Every Monday throughout the year; learners with no prior knowledge of English: 04.01, 01.02, 07.03, 04.04, 02.05, 06.06, 04.07, 01.08, 05.09, 4.10, 7.11, 5.12

| Course No. | Course Name | Course Description | TH/wk | Learners | Course times (Mon-Fri) | Flexible course duration (Fee per week) | | |
|------------|---|---|------------|-----------|---|---|----------|-------------|
| | | | | | | 1-2 wks | 3-11 wks | From 12 wks |
| 25 | German (main course) plus English (main course) | Learn German and English in full, parallel intensive courses | 20 + 15 | 4-15 | 09:00-12:15 13:00-15:30 | € 225 | € 195 | € 185 |
| 28 | Main course Standard English | Acquisition of the various language competences in homogenous learning groups, levels A1-C1 | 15 | 4-15 | 13:00-15:30 | € 125 | € 100 | € 90 |
| 54 | Specialisation course Main course standard English + English individual lessons | A combination of group and in-depth individual lessons, focusing on e.g. the TOEFL® test ² | 10 IL + 15 | IL + 4-10 | 10:30-12:15 ¹ 13:00-15:30 | € 330 | € 300 | € 290 |

¹For the individual lessons, course times can be organised individually with the agreement of the teacher.

²The TOEFL® test can be taken in-house, here at F+U.

Lessons on Tour

The Academy of Languages offers its intensive German as a Foreign Language courses in three locations: Heidelberg, Darmstadt and Berlin. **At no extra charge**, you can take your language course at different schools. All you need to do is inform us when you register which course you wish to take at which school and for how long. The language courses are designed to enable a school transfer at any time. If you have already begun your course and then opt for our Lessons on Tour programme, it is possible to change schools after a notice period of two weeks and payment of a **€100 fee** (subject to availability of accommodation).



Educational Leave

Registration fee (for first course): €35; **Start:** 04.01, 01.02, 07.03, 04.04, 02.05, 06.06, 04.07, 01.08, 05.09, 4.10, 7.11, 5.12

| Course No. | Language | Course Description | TH/wk | Learners | Course Times (Mon-Fri) | 1 week | 2 weeks |
|------------|------------------------------|---|------------|-----------|------------------------|--------|---------|
| 37 | German as a foreign language | Acquisition of the various language competences in homogenous learning groups, levels A1-C1 | 30 | 4-15 | 09:00-14:30 | € 200 | € 390 |
| 38 | German as a foreign language | Combination of group and individual lessons; levels A1-C1 | 30 + 10 IL | 4-15 + IL | 09:00-16:15 | € 400 | € 780 |

Courses are recognised by the Educational Leave laws in Rhineland-Palatinate and Hessen; further accreditations on request.

À la Carte Courses: Sport, Art, Design and Music

Parallel to our intensive courses, we organise **various special courses in sport, art, design and music** in cooperation with sports clubs, companies, music schools and other local operators.

Selected courses: Football, handball, table tennis, tennis, basketball, field hockey, ice hockey, swimming and other sports; music lessons, art courses and floristry. Please note that these practical activity sessions are invoiced separately. The fee depends on the number of hours booked and, moreover, on the type of activity. For sports lessons, all that is normally required is a small fee, payable to the sports club. **Administration fee:** €200.

We also arrange **practice rooms for regular, independent piano training** (other instruments on request). For a monthly fee of **ca. €50** our learners can practice piano at a local music school, with whom F+U cooperates. Practice is available **every day, around the clock** (0:00-24:00). Practice at the concert grand piano is only available on request (very limited availability). **Administration fee:** €50.



Language Course with Cultural Internship

The programme is aimed at young adults (from 18 years) who, in addition to their German lessons, would like to play an active role in our cultural programme and gain an insight into administrative work at an international language school. Upon completion it is possible to gain a bilingual **internship certificate (German/English)**. The written application, together with a letter of motivation and short Europass CV, should be submitted exclusively to: languages.berlin@fuu.de. **Administration fee:** €200.

Higher Education Advice

We offer a higher education advice service to our learners in the school who upon completion of their course wish to begin a degree course at a German university. The service includes orientation help in the selection of suitable universities/subjects, assistance with up to four university applications, correction of letters of motivation and CVs. **Requirement:** Higher education admission qualification in the learner's home country. **Fee:** €250.

Support with Official Matters

(Registration, Health Insurance and more)

Customers requiring a visa are offered the following services once they have arrived: Support in practically all bureaucratic matters, convenient registration or re-registration at the town hall, advice and appointment scheduling for opening or activating a bank account, help with taking out German health insurance, checking documents for German immigration authorities, and general information on extending visas.

Fee: €150 (individual services, such as registration at the town hall, can also be booked separately for €50.)

Provisional Admission

We offer university application support to learners who have booked a course at our school of at least 12 weeks and require provisional admission for their visa application. We check the application documents for the learner and assist with the preparation of up to four university applications, correction of the letter of motivation/CV and communication with the universities. The processing time at the individual universities can take up to eight weeks and should be taken into account in the application process.

Admission requirement: Proof of the higher education admission qualification in the learner's home country. **Fee:** € 350 (Plus any applicable processing fees charged by the respective university.)



Preparation for the *Feststellungsprüfung* (university entrance qualification)

The F+U International Prep School is affiliated to the University of Applied Sciences for Business, Technology and Culture (Hochschule für Wirtschaft, Technik und Kultur - HWTK), Berlin. The school prepares candidates for the external *Feststellungsprüfung* (official aptitude test for admission to a German university).

Subjects: For all subjects with a clear business focus, such as Business Administration, Social Management, Industrial Engineering, Business Informatics, etc. at a university or university of applied sciences; **study centre:** Heidelberg; duration: nine months (incl. two weeks' holiday); **teaching hours per week:** 40; learners: 12-24; **admission requirements:** Anabin result 'Studienkolleg' and a minimum of B1-level German and A1-level English
Guarantee: Passing the *Feststellungsprüfung* and fulfilment of other admission criteria guarantees a place on a degree programme at the HWTK Berlin.

| Service | Fee | TH/wk | Course times (Mon-Fri) | Learners | Duration | German Level | Start/Dates |
|------------------------------------|-----------|-------|------------------------|----------|----------|---------------|------------------------------|
| Preparatory seminar | € 8500 | 40 | 09:00-16:30 | 12-24 | 36 weeks | From level B1 | 01.02.2016; 05.09.2016 |
| Preparatory seminar + Single room* | € 11740 | 40 | 09:00-16:30 | 12-24 | 36 weeks | From level B1 | 01.02.2016; 05.09.2016 |
| Preparatory seminar + Double room* | € 10840 | 40 | 09:00-16:30 | 12-24 | 36 weeks | From level B1 | 01.02.2016; 05.09.2016 |
| <i>Feststellungsprüfung</i> | Ca. € 650 | | | | | Level C1 | Usually in June and November |

Prospective learners without level B1 German can acquire the missing basic skills at our language schools in Berlin, Darmstadt and Heidelberg. *Accommodation rates are based on a room in price category I. Detailed information on our comprehensive range of accommodation is available on request and in our Heidelberg school's current brochure.

Computer Courses (Microsoft Office, Webpage Design, Programming for Beginners)

Registration fee (for first course): €35 (group bookings from three people: €15 per person). One teaching hour (TH) = 45 minutes. **Discounts** (quantity discounts) apply only to advance payment. Please see also General Information, page 7.

| | 1 Person | 2 People | 3 People | 4 People | 5 People | 6 People |
|-------------|----------|----------|----------|----------|----------|----------|
| 1-9 TH | € 30 | € 32 | € 36 | € 38 | € 40 | € 42 |
| 10-19 TH | € 28 | € 30 | € 33 | € 36 | € 38 | € 40 |
| 20-99 TH | € 26 | € 28 | € 30 | € 34 | € 36 | € 38 |
| From 100 TH | € 25 | € 27 | € 29 | € 32 | € 34 | € 36 |

We will be pleased to prepare an individual quotation for: Larger groups; specialist IT programmes or programming language; English-language lessons at the computer.



Transfer to and from Your Accommodation

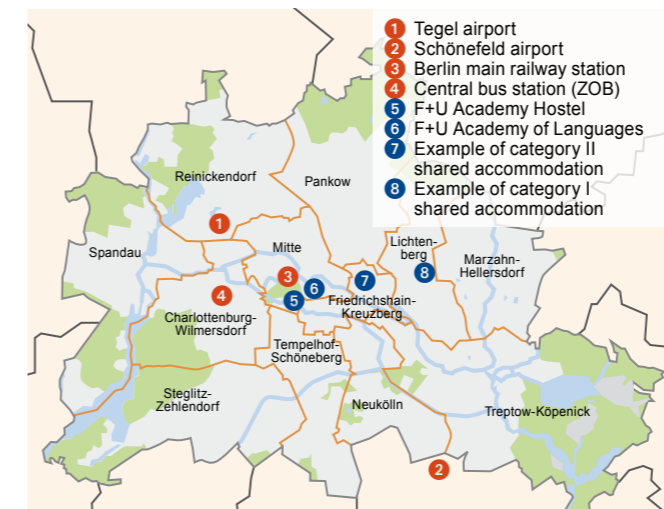
You can travel directly and cheaply with public transport between all Berlin airports and the city centre. Details and tickets are available on arrival from Berliner Verkehrsbetriebe (BVG) information desks or at www.bvg.de. At weekends we also offer an **exclusive transfer service** through F+U (to be booked no later than Thursday, 14:00, before your arrival or departure).

| | Berlin's Main Railway Station ¹ | | Tegel Airport ² / Bus Station at TV Tower (ZOB) ² | | Schönefeld Airport ² | |
|----------------------------|--|----------|---|----------|---------------------------------|----------|
| | Outward | + Return | Outward | + Return | Outward | + Return |
| Distance ³ | 4 km | | 11 km / 9 km | | 16 km | |
| 1 person | € 50 | € 90 | € 70 | € 130 | € 90 | € 170 |
| 2 people ⁴ | € 30 | € 55 | € 55 | € 95 | € 70 | € 125 |
| 3 people ⁴ | € 25 | € 45 | € 40 | € 75 | € 65 | € 115 |
| From 4 people ⁴ | € 20 | € 35 | € 35 | € 60 | € 60 | € 105 |



¹Meeting point: Taxi rank, Europaplatz exit; ²Meeting point as advised; ³Distance to the school. ⁴Discounts apply only for group bookings and joint arrivals and/or departures.

Weekend transfers can be cancelled without charge up to 15:00 local German time on the Friday before departure or arrival. Weekday transfers, which are provided only in exceptional circumstances, can be cancelled up to 15:00, local German time, one day before the scheduled transfer. If the cut-off day falls on a public holiday, the deadline is extended accordingly. Later cancellations cannot be accepted and the transfer cost will be invoiced in full.



Arrival and Departure

A **current list** of our accommodation is available at rooms.fuu-languages.com/berlin

Move in: Sundays (10:00–24:00), **depart:** Saturdays (by 12:00).

- Please inform us no later than Friday (14:00) before moving in of the exact time of your arrival. If you inform us any later, we will not be able to guarantee the handover of the key at your preferred time.
- If you would like to move in on Saturday (by 22:00 at the latest) or leave on Sunday, an extra day will be invoiced accordingly.
- Moving in before 10:00 or after 24:00 must be confirmed; we will charge €15 for each additional hour.
- In case of a delay of more than half an hour, please contact the named person for your key handover, or your host family.
- The rates for our accommodation** are calculated to take into account location (distance to school, attractiveness of the district) and the furnishings/facilities of the accommodation. In all cases, please bear in mind that all our accommodation, including that in higher categories, has a 'student' character.

Use of Computers, Internet, Wi-Fi

- The hostel and shared apartment rooms usually offer free Wi-Fi. Please note, however, that this is a discretionary service provided by the school, and that network coverage may vary due to technical reasons. In summer or for larger groups we offer additional rooms; information on their Wi-Fi facilities is available on request.
- Some of our host families allow the use of their computer or Wi-Fi network for a small additional charge. Details are available on request.
- During school opening times you are able to use our computers with Internet access free of charge (IT room on the third floor of the Fritz learning centre); Wi-Fi is available in all centres, also at no extra charge.

Cleaning of Rooms and Communal Areas

Please note that for the entire duration of your stay you are responsible for cleaning your room. Rooms are to be clean and tidy when vacated. Kitchens and bathrooms are to be kept clean. Communal areas are cleaned once a week by F+U.

Laundry

- Host family accommodation:** Free use of the washing machine once or twice a week.
- Shared apartment, F+U Hostel:** Coin operated washing machines are available (alternatively, there are nearby laundrettes).
- Bed linen, towels:** One set of bed linen is provided on arrival; please bring your own towels.



Parking

Our F+U Hostel guests can park in the building's inner courtyard, which is unsupervised, but closed off from the street. Fee per week: €25. Information on parking near the F+U shared apartments or host family accommodation is available on request.

Meals

- All our accommodation is equipped with shared kitchens. **Host families** provide meals as specified in the booking.
- Meals in **partner restaurants** (Mon-Sun) with vouchers: Breakfast: €60/week; lunch: €90/week; evening meal: €110/week.
- The refectory of the renowned Hanns-Eisler School of Music is located very close to the school; here you can have a reasonably priced and healthy lunch (see map on page 3). There are also several restaurants and bistros very close to the school.

House Rules (excerpt):

- Smoking is prohibited in rooms in our shared apartments and in the F+U hostel.
- Kitchens and bathrooms must be left clean after use - crockery must be washed up and put away immediately.
- The nighttime quiet period from 10 p.m. to 6 a.m. is protected by law (federal state emissions regulations). During this time all residents must limit any noise to a low level.
- Visitors are permitted in our shared apartments and in the F+U Hostel until 10 p.m. only.
- If you would like to invite friends to stay overnight, permission must be obtained in advance from the accommodation administration. Overnight stays cost €10 per person. Overnight stays without advance agreement will incur a fine of at least one week's rent.
- Infringement of house rules may incur a fine; for repeated infringements we reserve the right to terminate the rental agreement without notice.
- Further details are set out in the house rules and fee regulations provided on arrival.
- Residents in shared apartments accept responsibility for their guests.
- In host family accommodation the host's own house rules apply.

Extending, Changing or Cancelling Accommodation

(Hostel, Shared Apartments, Host Families)

Applications to extend the rental period must be made four weeks before the contract's expiry.

We apply the following administration charges for short-notice applications:

- Up to two weeks before contract expiry:** €25
- Less than one week before contract expiry:** €50

At no time is it possible to guarantee the extension of a rental contract. If, despite compliance with the four-week notice period, all rooms in the current accommodation have already been reallocated, we guarantee the availability of a room in alternative accommodation. On this occasion, the fee for changing accommodation will be waived.

Moving accommodation (at own request): €50

Termination of rental contract: If the contractual partners conclude a rental contract for a fixed period, in other words for a specified duration, there is no provision for an early ordinary cancellation of the rental contract (§ 542 II BGB, German Civil Code).

As a gesture of goodwill, F+U permits the cancellation of the rental contract with a notice period of four full rental weeks (Sunday to Saturday). In this case, a **cancellation charge** of €50 will apply, and rent paid in advance will be refunded. Notice of cancellation must be given in writing and submitted to the administration office during office opening hours. **The twenty-week rental contract cannot be terminated; only an extraordinary cancellation is permitted.**



Accommodation Prices

- **Administration fee:** €75; **deposit:** €100.
- You will be informed of the **name and address** of the host family or shared apartment one week before moving in, usually on the Monday before arrival.
- **Double room bookings** are only available for learners arriving together.
- **Our dormitories (dorms)** with 2-4 beds are only available for learners aged 18 or over; it is customary that dorms are mixed (no gender segregation). For bookings of several beds in our dorms (groups, families), we can endeavour to allocate accommodation in the same room and accommodation, but this cannot be guaranteed.
- **Discount for 10 or more people:** 5% off the listed rent, with the exception of host families.

F+U Shared Accommodation

All our shared apartments offer fully equipped shared kitchens. Bathrooms are shared with other residents in the apartment. Coin-operated washing machines or nearby laundrettes are available. Wi-Fi can usually be accessed free of charge. There is very limited availability of **one-room apartments in Category I (50 minute journey to school)** with private bathroom and cooking area (supplement: 30%). We will be pleased to provide additional information on request. Further details and information on our shared apartments are available at: rooms.fuu-languages.berlin

| Cat. | Short Description | Rent per Week and Bed ^{1,2} | | | | | | | | | | Extra Day ³ Rent per Day/Bed | |
|------|--|--------------------------------------|-------|------|------------|------|------|---------------|------|------|--|--|----------|
| | | 1-2 weeks | | | 3-11 weeks | | | From 12 weeks | | | 20 weeks (Extraordinary cancellation only) ² | | |
| | | SGL | DBL | DORM | SGL | DBL | DORM | SGL | DBL | DORM | SGL | SGL | DBL/DORM |
| I | Shared Apartment Journey time to school max. 50 mins with public transport ⁴ ; several rooms share a bathroom and kitchen | € 120 | € 85 | € 60 | € 100 | € 70 | € 50 | € 90 | € 65 | € 40 | € 1600 (€ 80 / wk) | € 35 | € 25 |
| II | Shared Apartment Journey time to school max. 30 mins with public transport ⁴ ; fewer rooms share bathroom and kitchen | € 140 | € 100 | € 80 | € 130 | € 92 | € 70 | € 120 | € 82 | € 60 | € 2200 (€ 110 / wk) | € 45 | € 35 |

¹The respective **discounts** apply only for advance payment of at least 3, 12 or 20 weeks.

²The rental contracts can be **cancelled** with a notice period of four weeks, with the sole exception of the 20-week rental contract.

³An **extra day** is invoiced for arrivals on Saturday, no later than 22:00, or departures on Sunday (all extra days require confirmation by F+U).

⁴**Journey time** to the school with public transport. The journey time to the stop is not included, but is usually just a 5-10-minute walk from the accommodation. Detailed information is available on request.

F+U Academy Hostel Berlin

The exclusive F+U Academy Hostel Berlin is located just **4 stops (approximately 6 minutes by underground)** from the school and city centre, within walking distance from Potsdamer Platz. Each room has its own **private bathroom, TV, hair dryer and a small private fridge**. The comfortably large **shared kitchen** with dining room and private lockers is located in the basement. Private parking in the courtyard is available for a fee (€25/week). Opposite the hostel is a large, newly-built **sports and recreation park (Gleisdreieck)**, where you can play basketball, beach volleyball, table tennis and much more free of charge, as well as go jogging and skating. You can find a detailed description of the F+U Academy Hostel at: rooms.fuu-languages.berlin

| Cat. | Short Description | Rent per Week and Bed ^{1,2} | | | | | | | | | | Extra Day ³ Rent per Day/Bed | |
|------|--|--------------------------------------|-------|-------|------------|-------|-------|---------------|-------|------|--|--|----------|
| | | 1-2 weeks | | | 3-11 weeks | | | From 12 weeks | | | 20 weeks (Extraordinary cancellation only) ² | | |
| | | SGL | DBL | DORM | SGL | DBL | DORM | SGL | DBL | DORM | SGL | SGL | DBL/DORM |
| I | F+U Hostel Standard Small room, 8-12m ² , separate private bathroom, close to school | € 165 | - | - | € 150 | - | - | € 140 | - | - | € 2600 (€ 130 / wk) | € 55 | € 45 |
| II | F+U Hostel Comfort Larger room, over 12m ² , en suite private bathroom, close to school | € 185 | € 130 | € 110 | € 170 | € 122 | € 100 | € 160 | € 100 | € 90 | € 3000 (€ 150 / wk) | € 55 | € 45 |

¹The respective **discounts** apply only for advance payment of at least 3, 12 or 20 weeks.

²The rental contracts can be **cancelled** with a notice period of four weeks, with the sole exception of the 20-week rental contract.

³An **extra day** is invoiced for arrivals on Saturday, no later than 22:00, or departures on Sunday (all extra days require confirmation by F+U).



Accommodation Prices

F+U Host Families

| Category | Distance to School | Meals ¹ | Rent per Week and Room | | | | | | Extra Day ³ Rent per Day/Room | |
|----------|---|--------------------|------------------------|-------|------------|-------|---------------|-------|---|------|
| | | | 1-2 weeks | | 3-11 weeks | | From 12 weeks | | SGL | DBL |
| | | | SGL | DBL | SGL | DBL | SGL | DBL | SGL | DBL |
| B | Maximum 50 minutes with public transport ² | Half board | € 200 | € 380 | € 185 | € 355 | € 175 | € 335 | € 40 | € 75 |
| | | Breakfast | € 170 | € 325 | € 155 | € 295 | € 145 | € 280 | € 35 | € 65 |
| | | Room only | € 150 | € 285 | € 140 | € 270 | € 130 | € 250 | € 30 | € 55 |
| A | Maximum 30 minutes with public transport ² | Half board | € 260 | € 495 | € 210 | € 400 | € 200 | € 380 | € 45 | € 90 |
| | | Breakfast | € 210 | € 400 | € 185 | € 355 | € 175 | € 335 | € 40 | € 75 |
| | | Room only | € 180 | € 345 | € 165 | € 315 | € 155 | € 295 | € 35 | € 65 |

¹**Half board** consists of breakfast and evening meal; some host families offer full board for a supplement of €75 per week (packed lunch with a drink).

²**Journey time** to the school with public transport. The journey time to the stop is not included, but is usually just a 5-10-minute walk from the accommodation. Detailed information is available on request.

³An **extra day** is invoiced for arrivals on Saturday, no later than 22:00, or departures on Sunday (all extra days require confirmation by F+U).

Guest Houses, Holiday Homes, Hotels, Youth Hostels

Administration fee: €100.

Quotation on request; depending on the size, location, furnishings and season, the weekly rent is between €200 and €2000.

Hotels in all price categories are located near the school (in the school building itself the four-star Mandala Suites hotel offers apartments with bedroom, living room, bathroom and kitchenette). It is also possible to arrange accommodation in Berlin's **youth hostels**.



F+U Academy Hostel Berlin



F+U Academy Hostel Berlin



Example of room in F+U shared apartment



Example of room in F+U shared apartment



F+U Academy Hostel Berlin



F+U Academy Hostel Berlin



F+U Academy Hostel Berlin



F+U Academy Hostel Berlin



College for Foreign Languages

State recognised Vocational College for Foreign Languages - Full-Time Programmes in Heidelberg

Chinese, English, French, Japanese, Russian, Spanish, German as a Foreign Language, Italian and more.

Registration fee: € 100

| Programme/Language(s) | Fee | Duration | Start | TH/week |
|--|--|-----------------------------|------------------------------------|-------------------|
| Translator (state recognised)¹ English, French or Spanish | € 3150 (F+U alumni: € 2500) | 6 months (650 TH) | March or September | 35 |
| Translator (IHK exam)² Italian, Russian and more | See Individual Lessons ² | Minimum 150 IL ² | Any time | By arrangement |
| Multilingual Correspondence Clerk (European Secretary + 4th language) English and French and Spanish + Chinese, German, Japanese, Russian or Italian | € 9936 | 2 years | March ³ or September | 40 |
| European Secretary (3 languages) English + French + Spanish | € 8280 | 2 years | March or September | 35 |
| Foreign Language Correspondence Clerk (3 languages) English and French or Spanish + Chinese, German, Japanese, Russian or Italian | € 8722 | 2 years | March ³ or September | 35 |
| Foreign Language Correspondence Clerk (2 languages) English and Chinese, German, Japanese or Russian | € 7728 | 2 years | March ³ or September | 30 |
| Foreign Language Correspondence Clerk (2 languages) English and French or Spanish | € 5134 | 1.5 years | March or September | 30 |
| Foreign Language Correspondence Clerk (1 language) English | € 3257 | 1 year | March or September | 25 |

¹March start: English; September start: English, French, Spanish.

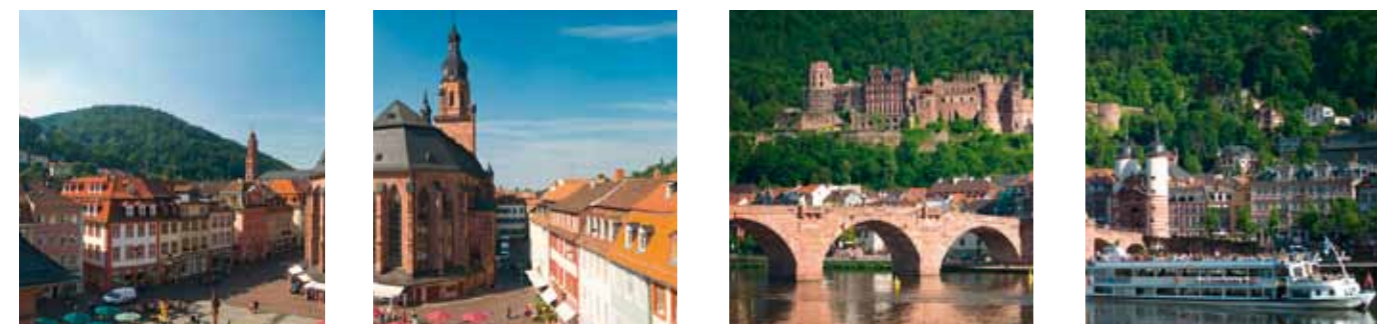
²Preparation for the Translator (IHK) exam is taught in individual lessons.

³The March start is only offered for English, French, Japanese and Spanish.

The **examination fees** and **costs of learning materials** are not included.

The following languages are **state recognised**: Chinese, English, French, Japanese, Russian and Spanish. For all other languages we recommend the following examinations: **IHK** = Chamber of Trade and Commerce, **TestDaF** (German).

Detailed information is available on request and can also be found in our Foreign Language Professions and Translator brochures.



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Language Courses in Berlin

Arabic, Bulgarian, Brazilian, Chinese, Croatian, Czech, Dutch, English, French, German, Greek, Hungarian, Italian, Japanese, Polish, Portuguese, Romanian, Russian, Spanish, Swedish, Turkish, and more

International Test Centre

TestDaF, TELC, TOEFL, TOEIC, LCCI, ECDL, OnDaF, TestAS and more

State Recognised Vocational College for Foreign Languages

Foreign Language Correspondence Clerk, European Secretary, Multilingual Correspondence Clerk, Translator

Worldwide Language Tours

England, Ireland, Malta, USA, Canada, Australia, France, Italy, Spain, Portugal, Central and South America, Russia, Japan, China and more

Commercial College of Further Education

Business administrator, business specialist and more

Professional Schools

Workplace pedagogy, youth/care home pedagogy and more

academy24

Extra-occupational further education

Heidelberg and Darmstadt Private School Centres

Vocational secondary schools (Gymnasium, Realschule), primary school, vocational colleges

International Prep School

Preparation for the Feststellungsprüfung Assessment Test

International University of Cooperative Education

Bachelor degree programmes in the dual system

University of Applied Sciences for Business, Technology and Culture

Bachelor and master's degree programmes on dual, full-time or distance-learning basis



Our language school's main centre in the modern Berliner Kontorhaus, Friedrichstr. 189, 5th floor, atrium side



Academy of Languages
 Heidelberg · Berlin · Darmstadt