

## Course Dates and Fees 2007

- Notes**
- Courses operate all year round
  - Minimum enrolment –1 week
  - You can book for any combination of courses
  - Each lesson 45 minutes
  - Average 5 students per class, maximum 10
  - **A Registration Fee of 60 € is charged for the first enrolment only**

### General Russian

|                         | Lessons per week | 1 week | 2 weeks | 3 weeks | 4 weeks | 5 weeks | 6 weeks | 7 weeks | 8 weeks | Start Dates                 |
|-------------------------|------------------|--------|---------|---------|---------|---------|---------|---------|---------|-----------------------------|
| <i>Standard Course</i>  | 20               | 160 €  | 320 €   | 450 €   | 600 €   | 750 €   | 900 €   | 1050 €  | 1200 €  | Every Monday all year round |
| <i>Intensive Course</i> | 30               | 240 €  | 480 €   | 690 €   | 920 €   | 1150 €  | 1380 €  | 1610 €  | 1840 €  |                             |

\* Absolute beginners start the first Monday of each month throughout the year

### Individual Tuition

|                          | Lessons per week | Price per week | Start Dates                 |
|--------------------------|------------------|----------------|-----------------------------|
| <i>One to One Course</i> | 10               | 150 €          | Every Monday all year round |
|                          | 15               | 225 €          |                             |
|                          | 20               | 300 €          |                             |
|                          | 30               | 450 €          |                             |

### Academic Year Course

|   | Lessons per week | Term length | Start Dates                               | Course Fees |
|---|------------------|-------------|---|-------------|
| <i>From zero up to Elementary level (A1)</i>        | 20               | 8 weeks     | 5th February<br>7th May<br>10th September | 1040 €      |
| <i>From the Elementary up to Basic (A2)</i>         | 20               | 12 weeks    | 2nd April<br>2nd July<br>5th November     | 1560 €      |
| <i>From Basic up to the Intermediate level (B2)</i> | 20               | 16 weeks    | 5th February<br>25th June                 | 2080 €      |
| <i>From zero up to the Intermediate level</i>       | 20               | 36 weeks    | 10th September                            | 4500 €      |

\* The fixed start dates are mostly for those who want to take the complete course (from beginners up to B1 level/intermediate). Other students may begin the course on each Monday of the month, after the placement test they will join a group according to their level. The course duration in this case is determined by a student.

### Exam Preparatory Course (TORFL)

| Lessons per week | Start Dates                 | Fee per supplementary individual lessons |
|------------------|-----------------------------|--|
| 10               | Every Monday all year round | 150 €                                    |

\* Exam Preparatory Course prepares for the TORFL state exam (Test of Russian as a Foreign Language) The structure of this course is a combination of Group Standard or Academic Courses (20 lessons per week) plus 10 Individual lessons per week, specially planned to cover the most difficult points and aspects of the test.

## Business Russian

|  | Lessons per week | Time  | Minimum level | 1 week | 2 week | 3 week | 4 week | 5 week | 6 week |
|--|------------------|---|---------------|--------|--------|--------|--------|--------|--------|
| <i>General and Business Executive Course</i> | 20               | 9.30 -13.00   | From Basic    | 200 €  | 400 €  | 570 €  | 760 €  | 950 €  | 1140 € |
| <i>Evening General and Executive Course</i>  | 6                | Monday/Wednesday<br>Tuesday/Thursday<br>18.30-21.00 | All levels    | 70 €   | 140 €  | 195 €  | 260 €  | 325 €  | 390 €  |

**In-company training** 20 € per hour

- *Evening General and Executive Course* are held twice a week on Monday/Wednesday or Tuesday/Thursday with 3 lessons each day in a small groups (maximum 4 participants of the same level)
- *Classes for the In-company training* are held directly at the student's workplace (office) by our trainers. It can be either individual lessons or group lessons.
- *Weekend tuition* can also be provided

## Study and Work Programme

Students can choose any Russian language course offered by the Institute and join a group appropriate to their language competence. Students compensate the fees for these lessons by teaching their native language to Russian students at the Institute or other language schools.

Minimum Course duration – 3 months

**Tuition Fees include:** Tuition as specified, written and oral placement test, teaching materials, certificate on the course completion, student ID, welcome information pack, free unlimited e-mail and Internet access, some Social activities (such as Russian Song lesson, Russian Craft lesson etc.) are free.

## Accommodation and Transfer Fees 2007

Please notice that in such a megapolice as Saint-Petersburg a 40-minute walk or transport ride to the Institute is considered to be a norm, even for those living in the central part of the city. Homestay accommodation fees vary depending on comfort and location.

| Type of Host Family Accommodation | Price per week. Single room | Price Per week. Shared room |
|-----------------------------------|-----------------------------|-----------------------------|
| Standard                          | 140 €                       | 120 €                       |
| Standard Plus                     | 170 €                       | 150 €                       |
| Standard Economy                  | 120 €                       | 115 €                       |

- *Host families for Standard or Standard Plus accommodation* are located in 1 and 2 accommodation zones (see the map)
- *Host families for Standard Economy accommodation* are located in zone 3 of accommodation zone (see the map)
- *Accommodation in Host Families* is calculated from Sunday to Sunday and arrival day should be Sunday. For students arriving earlier than Sunday and leaving later than Sunday following additional fees apply: € 30 per day
- **All Host Family Accommodation types include: half board (continental breakfast and evening meals), bed linen, laundry once per week**

| Guest House Accommodation | Single room | Shared room |
|---------------------------|-------------|-------------|
| Price per night           | 30 €        | 25 €        |

\* This type of accommodation is on self-catering basis

| Other Accommodation | Rented Flat Accommodation | Accommodation in Hotels rating from 2 to 5 stars |
|---------------------|---------------------------|--|
| Price per night     | Price on request          | Price on request                                 |

**Airport Transfer**

We can arrange for you to be met at the airport or railway station and taken by car to your accommodation

30 € per  
One way transfer

## Enrolment form 2007

### 1. Personal Details

Family Name ..... First Name ..... Sex .....

Date of Birth ..... Place of Birth ..... Country of birth ..... Nationality .....

Address ..... Zip/City ..... Country .....

Tel. (day/evening) ..... Fax ..... E-mail .....

The person to contact in case of emergency during your stay in Russia.....

### 2. Visa Related Information

Arrival no later than (dd/mm/yy) ..... Departure no later than (dd/mm/yy) .....

Passport number ..... Date of issue ..... Expiration Date .....

Place of work/study ..... Position .....

Address ..... tel .....

What city is the Russian Consulate where you will apply for the Russian visa located .....

What cities in Russian are you planning to visit.....

### 3. Chosen Course

| Name of course                             | Hours per week   | Beginning (dd/mm/yy) | Duration (weeks) |
|--|--|----------------------|------------------|
| Standard Course                            | 20   | ...../...../.....    | .....            |
| Intensive Course                           | 30   | ...../...../.....    | .....            |
| Academic Year (min 8 weeks up to 36 weeks) | 20   | ...../...../.....    | .....            |
| Business Russian                           | 20   | ...../...../.....    | .....            |
| Exam Preparatory Course                    | 20   | ...../...../.....    | .....            |
| One-to-one                                 | __ 10 classes __ 15 classes<br>__ 20 classes __ 30 classes | ...../...../.....    | .....            |
| Closed group course                        | 20   | ...../...../.....    | .....            |

Special interests of study (only for One-to-one) .....

Mother tongue..... Other languages.....

How do you assess your level of Russian? *Beginner* ..... *Elementary* ..... *Intermediate* ..... *Advanced* .....

Previous Russian language courses – Please indicate year of study, place of study, course length and course intensity (lessons per week): .....

How did you learn about Derzhavin Institute?.....

### 4. Accommodation Details (please tick)

| Type of Accommodation | Host Family Accommodation with breakfast and evening meal | Standard | Standard Plus | Standard Economy | Guest House Accommodation. On self-catering basis. | Hotel or Youth Hostel Accommodation | Rented Flat Accommodation |
|-----------------------|---|----------|---------------|------------------|--|-------------------------------------|---------------------------|
| single room           |   |          |               |                  |  |                                     |                           |
| shared room           |   |          |               |                  |  |                                     |                           |

| Additional Information | Do you smoke? | Do you object to cats? | Do you object to dogs? | Do you have any allergies? If yes, please, explain further |
|------------------------|---------------|------------------------|------------------------|--|
| Yes                    |               |                        |                        |  |
| No                     |               |                        |                        |  |

### 5. Transfers can be booked on request – 30 € per one way transfer

| Do you want to be met at the airport?   | Do you want to be taken back to the airport?  |
|---|---|
| Yes ..... No .....  | Yes ..... No .....  |
| ARRIVAL DETAILS:  | DEPARTURE DETAILS:  |
| Flight Number.....<br>Arrival Date.....<br>Arrival Time.....<br>Coming From.....<br>Arriving at Terminal..... | Flight Number.....<br>Departure Date.....<br>Departure Time.....<br>Going To.....<br>Departure From Terminal..... |

## Terms and Conditions 2007

The statements covered below are among the points of the contract between Derzhavin Institute, agencies and students

### How to book your Russian Language Course at Derzhavin Institute:

Decide when you want to come to St.Petersburg and how long you want to study. Fill in our enrollment form and send it to our booking office in St.Petersburg. We confirm the course 24 hours after having received the enrolment.

### Documentation in support of Russian entry visa:

All foreign travelers to Russia require an entry visa. Derzhavin Institute provides all participants with a letter of invitation which is necessary to obtain the entry visa. It is difficult and takes much time to prolong a visa while Russia. That is why our students are asked to state in the Enrolment form the duration for which they would like their visa to be valid.

*Documentation in support of long term study visa applications will only be provided upon receipt of 100 per cent course prepayment.*

### Booking deadlines:

For all short-term courses (up to 4 weeks) the booking deadline is 4 weeks. For all long term courses (more than 4 weeks) Enrolment should reach us 8 weeks prior to arrival. This will guarantee that all students receive their visa on time.

### Medical and Travel Insurance:

Participants are asked to check their personal insurance protection as they are not insured by Derzhavin Institute against illness, accident, theft, personal liability etc.

### Minimum age:

The minimum age for all courses is 16. Students coming with a closed group can be younger than 16, if the group comes with an adult leader.

### Timetable:

Each class hour is 45 minutes

### Arrival and beginning of tuition:

Arrival day should be Sunday. All courses start on Monday.

### Cancellation Terms and Conditions (before arriving at Derzhavin Institute):

- All long term courses (more than 4 weeks) are payable in advance. A minimum of one week's notice in writing (fax, e-mail or letter) is required for changes to course schedule, postponement or cancellation of booking.
- The 60 € Registration Fee is not refundable.
- If a course is cancelled with less than one week's notice, a cancellation charge equivalent to 160 € for tuition fees will be made.

### Host Family Accommodation Fees:

- If accommodation is cancelled with a minimum one week's notice in writing, no fees will be charged.
- Cancellation or change of accommodation after your arrival is only possible on your giving one week's notice to your host and the Institute. Full charges must be paid for this week's notice. It is only for some exceptional reasons that you can change your host family for another host family during the high season (from May to October). There is always an opportunity to change your host family for guest flat, hostel or hotel on the condition of compensation the differences between the fees.

### Once the student started the course:

- Lessons cannot be cancelled or postponed
- No refund of course fees will be made

### Change of programme

Every attempt will be made to provide you with the course of your choice. However, Derzhavin Institute, can not guarantee a particular course and timetable until you have taken a placement written and oral test. In the event of insufficient applications for a course, the school reserves the right to offer an alternative course of equal value.

### Public holidays

Derzhavin Institute is closed on the following public holidays: **JAN 1, 2, 7; FEB 23; MAR 8, MAY 1, 9; JUN 12; NOV 4.**

The Institute is also closed for Christmas holidays **from December the 25th till January the 7th .**

There is no reduction in fees when a course includes a public holiday. Compensation is only provided for Individual Courses.

