



2024

BOOKING GUIDE



FEES 2024

FLORENCE

COURSES	Duration	Lessons 1 Lesson = 45 min	TUITION FEES	Starting Dates 2024	INCLUDED in the tuition fees
Standard 20 lessons per week	2 weeks 3 weeks 4 weeks	40 60 80	€ 430 € 645 € 860	<p>We suggest all students to begin on one of the following dates; however non-Beginner students only for language courses may start any Monday</p> <p>8th January 5th February 4th March 2nd April 29th April 27th May 1st July 29th July 26th August 23rd September 21st October 18th November</p>	<p>INCLUDED in the tuition fees</p> <ul style="list-style-type: none"> • Lessons • Accommodation placementservice • Full orientation upon arrival • Placement test • Academic counselling for Italian Universities, Career Schools and Vocational Programmes • Certificates • Linguaviva's examination fee
	additional week up to 11 weeks		€ 215		
Long Term Standard 20 lessons per week	12 weeks		€ 2.280		
	additional week from 12 to 23 w.		€ 190		
	24 weeks		€ 4.200		
	additional week over 24 weeks		€ 175		
Intensive 30 lessons per week	2 weeks 3 weeks 4 weeks	60 90 120	€ 660 € 990 € 1.320		
	additional week		€ 330		
	2 weeks 3 weeks 4 weeks	60 90 120	€ 1.530 € 2.300 € 3.060		
	additional week		€ 765		
Italian + Arts 20 + 8 lessons per week • Interior Design • Photography • Fashion • Painting/Drawing	Min. 4 weeks	80 + 32	€ 1.760		<p>NOT INCLUDED in the tuition fees</p> <ul style="list-style-type: none"> • Textbooks • Accommodation (see below) • Airport transfers • Bank charges • Insurance • Social activities <p>Italian Public Holidays 2024 Lessons will not take place on the following days: 1st April 25th April 1st May 15th August 1st November</p> <p>Language courses are suspended from 23rd December 2024 to 6th January 2025</p>
Italian + Cooking 20 + 8 lessons per week	2 weeks 3 weeks 4 weeks	40 + 16 60 + 24 80 + 32	€ 990 € 1.490 € 1.980	Any Monday Cooking courses are suspended from 5 th to 28 th of August	
One-to-One Online one-to-one	Min. 1 week	20 30 40	€ 1.100 € 1.650 € 2.200	Any Monday	
Cultural Programme for Seniors	2 weeks	40 + activities	€ 1.100 ^(a)	13 rd May 9 th September	
Foundation Programme for Medicine and Veterinary in Italian	28 weeks	870	€ 8.500 ^(b)	From 4 th Sept. 2023 to 29 th March 2024	
Short Preparatory Course for Medicine and Veterinary in Italian	11 weeks	300	€ 3.900 ^(b)	From 15 th Jan. to 29 th March	

(a) Including Italian lessons and special activity programme. (b) Teaching material included.

Registration fee: € 80, payable for all courses with the first registration, valid for 12 months and for all Linguaviva Schools.

Deposit: 20% of full tuition fees.

Transfer service: from Florence airport to the accommodation € 60.

ACCOMMODATION FEES (Prices per person)

		Single Room	Twin Room	
Homestay Half Board	2 weeks	€ 660	€ 520	<p>In order to reserve an accommodation the school requires the student's credit card details as guarantee for the accommodation. Booking. Accommodation is booked from the Sunday before your course starts to the Saturday after it ends. If you have difficulty arranging flights on these days we will help you in making alternative accommodation arrangements.</p>
	3 weeks	€ 990	€ 780	
	4 weeks	€ 1.320	€ 1.040	
Homestay Bed & Breakfast	2 weeks	€ 420	€ 340	<p>Minors. Can be only booked in homestay accommodation with half board. Twin Rooms. We guarantee twin room for two people coming together for the same period and the price is per person. Location. The accommodation is located both in the centre or in residential areas surrounding the centre at a maximum distance of 15 minutes by bus from the school.</p>
	3 weeks	€ 630	€ 510	
	4 weeks	€ 840	€ 680	
Shared Flat (self catering) Min. age 18	2 weeks	€ 400	€ 320	<p><i>For information concerning payments, deposits and cancellations please see the Terms and Conditions.</i></p>
	3 weeks	€ 600	€ 480	
	4 weeks	€ 800	€ 640	

FEES 2024

MILAN

COURSES	Duration	Lessons 1 Lesson = 45 min	TUITION FEES	Starting Dates 2024	INCLUDED in the tuition fees
Standard 20 lessons per week	2 weeks	40	€ 430	We suggest all students to begin on one of the following dates; however non-Beginner students only for language courses may start any Monday 8 th January 5 th February 4 th March 2 nd April 29 th April 27 th May 1 st July 29 th July 26 th August 23 rd September 21 st October 18 th November	<ul style="list-style-type: none">• Lessons• Accommodation placementservice• Full orientation upon arrival• Placement test• Academic counselling for Italian Universities, Career Schools and Vocational Programmes• Certificates• Linguaviva’s examination fee
	3 weeks	60	€ 645		
	4 weeks	80	€ 860		
	additional week up to 11 weeks		€ 215		
Long Term Standard 20 lessons per week	12 weeks		€ 2.280		
	additional week from 12 to 23 w.		€ 190		
	24 weeks		€ 4.200		
	additional week over 24 weeks		€ 175		
Intensive 30 lessons per week	2 weeks	60	€ 660		
	3 weeks	90	€ 990		
	4 weeks	120	€ 1.320		
	additional week		€ 330		
Super Intensive 30 lessons per week (20 in group + 10 lessons per week)	2 weeks	60	€ 1.530		
	3 weeks	90	€ 2.300		
	4 weeks	120	€ 3.060		
	additional week		€ 765		
Twice-a-week evening course (b)	8 weeks	32	€ 350		
One-to-One Online one-to-one		20 30 40	€ 1.100 € 1.650 € 2.200	Any Monday	
		10	€ 550	Any Monday	
	PREPARATORY COURSES FOR UNIVERSITY				
Foundation Programme for Architecture, Engineering and Design, in Italian	28 weeks	870	€ 8.500 ^(a)	From 8 th Jan to 19 th Jul	
Short Preparatory Course for Architecture, Engineering and Design in Italian	6 weeks	180	€ 2.600 ^(a)	From 10 th June to 19 th Jul	
Short Preparatory Course for Architecture in English	6 weeks	180	€ 2.600 ^(a)	From 10 th June to 19 th Jul	
Online Preparatory Course for Architecture and Engineering (in English)	15 weeks	180	€ 2.600 ^(a)	From 19 th Feb to 31 st May	
Online Preparatory Course for Medicine in English (IMAT)	15 weeks	180	€ 2.600 ^(a)	From 19 th Feb to 31 st May	

(a) Teaching material included (b) Course suspended in July and August

Registration fee: € 80, payable for all courses with the first registration, valid for 12 months and for all Linguaviva Schools.

Deposit: 20% of full tuition fees.

Transfer service from the airports to the accommodation: **Milano Malpensa € 130, Orio al Serio (Bergamo) € 140, Milano Linate € 85.**

ACCOMMODATION FEES (Prices per person)				
		Single Room	Twin Room	In order to reserve an accommodation the school requires the student's credit card details as guarantee for the accommodation. Booking. Accommodation is booked from the Sunday before your course starts to the Saturday after it ends. If you have difficulty arranging flights on these days we will help you in making alternative accommodation arrangements. Minors can be only booked in homestay accommodation with half board. Twin room accommodation can be arranged on request for students travelling together. Location. The accommodation is located in various residential areas of the city at a maximum distance of 30 minutes by public transports from the school. <i>For information concerning payments, deposits and cancellations please see the Terms and Conditions.</i>
Homestay Half Board	2 weeks	€ 660	€ 520	
	3 weeks	€ 990	€ 780	
	4 weeks	€ 1.320	€ 1.040	
Homestay Bed & Breakfast	2 weeks	€ 430	€ 340	
	3 weeks	€ 645	€ 510	
	4 weeks	€ 860	€ 680	
Shared Flat (self catering) Min. age 18	2 weeks	€ 420	€ 330	
	3 weeks	€ 630	€ 495	
	4 weeks	€ 840	€ 660	



TERMS AND CONDITIONS

FLORENCE - MILAN

ENROLMENT

The student fills in the *Application Form* and sends it to the chosen school along with

- **registration fee of € 80**

For enrolments of more than one month the student must pay a deposit corresponding to the global tuition fee.

Students reserving courses **less than 2 weeks** before course starting date should send the full payment with their registration.

In the case of bank transfers, proof of payment should be sent to the school.

Enrolment shall be considered valid upon receipt of a written confirmation by the school.

In order to reserve an accommodation the school requires the student's credit card details as guarantee for the accommodation.

HOW TO PAY

The balance of the global tuition fee must be paid in full 2 weeks before course starting date. Following methods of payment for both deposit and balance are possible:

- International Bank Cheque
- Credit card (Mastercard and Visa)
- Bank transfer to:

For enrolments at LINGUAVIVA Florence

Banca Intesa San Paolo

Via Nazionale 93/95, 50123 FLORENCE

Account name: LINGUAVIVA srl

Account number: **100000000803**

IBAN: **IT 27 P030 6902 9041 0000 0000 803**

Swift: **BCIT IT MM**

For enrolments at LINGUADUE Milan

Intesa San Paolo Spa, Agenzia 2109

Corso Buenos Aires 92, 20124 MILAN

Account name: LINGUAVIVA srl

Account number: **1000 / 00014204**

IBAN: **IT 37 T030 6909 4651 0000 0014 204**

Swift: **BCIT IT MM**

In case of bank transfers please indicate for whom the payment is being made by stating clearly the student's name and the starting date of the course.

Payment must be received in full. Students are liable for all bank charges and will be billed for such charges on first day if necessary.

HOURS OF CLASSES

Each academic hour / lesson is of 45 minutes

ACCOMMODATION

The school acts as intermediary between students and owners/families.

Credit card

When reserving an accommodation through the school, students will be asked to give the credit card details as guarantee for the reservation. Once the student has received the accommodation details, the School is authorized to charge

€ **100** for homestay or shared flats

only in the event of:

- **change of booking**, if communicated less than 2 weeks prior to the arrival date
- **cancellation of accommodation**, if communicated less than 2 weeks prior to the arrival date
- **non arrival or no show** in the reserved accommodation

In case of Visa refusal no cancellation fees are due for the reserved accommodation.

Accommodation Payment

Accommodation fees are to be paid by the student in cash directly to the owner upon arrival and at the start of each successive course for long-term stays.

Accommodation fees can be paid in full and in advance also through an authorized Linguaviva educational agency.

Damages caution

Upon arrival students must pay in cash directly to the landlord or homestay family a **damages caution of € 100** for homestay and shared flat. This caution will be refunded at the end of the stay if no damage is caused in the accommodation reserved for the students.

Independent flat

Independent apartments are managed by selected estate agencies specialized in offering housing services to international students. On request the school will be happy to provide all the details to contact the real estate agency. Students or Educational agencies should make the reservations directly with the real estate agency.

Leaving earlier or changing accommodation

Students who wish to leave their accommodation before the end of the reserved period must give the owner 2 weeks notice.

In case students leave immediately, they have to pay 2 weeks rent.

MINIMUM AGE

The minimum age to be a student at Linguaviva in Florence is 16.

The minimum age to be a student at Linguadue in Milan is 18.

UNDER 18S

Minors are hosted in homestay accommodation with half board. Parents or guardians of under 18s must send the school a completed "parental consent form" before the student arrives in the school and must abide by the curfew set by the school and homestay provider. Please note that normally 16/17 year old students are not supervised except in lessons and during social activities organized by the school.

COURSE CANCELLATIONS

Cancellations must be communicated in writing.

Before the beginning of the course

Registration fee and deposit of the global tuition fee are not refundable.

After the beginning of the course

If a cancellation is made after the course has started the school will retain the entire tuition fee, even if the period of study is more than one month.

If the course is longer than 4 weeks students may apply for a credit for the unused part of the course. A voucher will be issued for the unattended period and will be valid for 12 months after the date of issue. If the student decides not to attend classes or to shorten the course, he/she is not entitled to any refund.

Deposits, fees and course credits are not transferable to another person.

COURSE CHANGES

If the request to change type of course is made less than 15 days before the course begins, students will be given a credit for the tuition fees for the new course or period chosen.

It is not possible to make changes after the course has begun.

On no account paid tuition fees can be transferred to individual classes.

PARTICIPANTS

A **minimum of 6 students** is required for all courses. For general language courses the maximum group size is 14 participants. In the event of insufficient applications for a course, the school reserves the right to offer an alternative course of equal value.

STUDENT VISA

In order to receive a study visa students must be enrolled in a course of at least 20 lessons per week. According to the Italian law the global tuition fee must be pre-paid in full for the entire period of study.

If students wish to have the original certificate of enrolment sent by express courier DHL this cost is to be paid by the student.

Students who do not get the visa to enter Italy must notify the school in writing before the course starting date showing proof of rejection from the Italian Embassy.

In this case they are entitled to a complete refund less the Registration Fee of € 80 + administrative expenses. Once the student has arrived in Italy and intends to shorten the period of stay by cancelling a course that has already begun, the school will retain the global tuition fee for the period of study for which the certificate of enrolment was issued.

TRANSFER SERVICE

All information concerning airport of arrival, flight details and arrival time should be communicated to the school with the enrolment or at the latest 2 weeks before arrival date. The school will send the confirmation and any relevant information concerning the airport transfer service.

PUBLIC HOLIDAYS

No lessons will take place on public holidays as indicated on the Fees sheet.

No refund will be offered or extra lessons held for these days.

PERSONAL DATA

The student authorizes the school Linguaviva/Linguadue to use his/her personal data in accordance with the European privacy law (UE 679/2016) which foresees also that this information will be kept in secure archival form. We collect or store personal information in the context of managing bookings and directly related products. The student authorizes Linguaviva/Linguadue also to send, periodically, information and promotional material about the school and the courses offered. The student may request at any moment that all this information is deleted.

USE OF PHOTOS AND COMMENTS

Permission is given for the use of student comments or testimonials and photographs/images of students in the official promotional material for Linguaviva by the student or their parents or legal guardian with acceptance of these terms and conditions.

QUERIES AND COMPLAINTS

Students should bring any problems to the school attention immediately in order to receive all the assistance and help needed to resolve any issues arising during the stay at school. We do not accept retrospective complaints or queries.

SPECIAL LEARNING NEEDS AND PHYSICAL DISABILITY

Please consult the school well in advance if you have special learning needs.

Our schools are not accessible for wheelchair users or those who have difficulties using stairs. Generally all the courses are not suitable for those with complete visual or hearing impairment.

CONDUCT

Students are expected to observe a behaviour based on mostly accepted standards of courtesy and consideration for others. In a multi-national environment it is vital to respect cultural, racial and religious differences.

RESPONSIBILITY

The school is not liable for any loss of property on the premises.

Linguaviva is not liable for loss of tuition or other services due to factors outside our control (*force majeure*). Refunds will not be made under these circumstances

INSURANCE

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