

# CENTRO FIORENZA

INTERNATIONAL HOUSE FLORENCE

ITALIAN LANGUAGE AND CULTURE COURSES



*Dates and Prices 2010*

VIA SANTO SPIRITO, 14 - 50125 - FLORENCE (ITALY)  
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 CENTRO FIORENZA IH

## Group Language Courses

FLORENCE

<b>G80 BASIC INTENSIVE COURSE</b> Group size: 4/12 20 lessons/week	<b>GS96 SUPER INTENSIVE COURSE</b> Group size: 4/12 24 lessons/week	<b>GS120 SUPER INTENSIVE COURSE</b> Group size: 4/12 30 lessons/week	<b>G + I COMBINED COURSE</b> Group size: 4/12 20 + 5 lessons/week Basic Intensive Course G80 + One-to-One	<b>GC ITALIAN &amp; CULTURE COURSE</b> Group size: 4/12 20+4 lessons/week Basic Intensive Course G80 + Lessons on Italian Life & Culture	<b>GD EXAMINATION COURSE</b> Group size: 4/12 24 and 20+5 lessons/week Super Intensive Course GS96 for 8 weeks + Combined Course G+I for 4 weeks + School Exam "Diploma Centro Fiorenza"
1 Week 200,00 €	1 Week 225,00 €	1 Week 275,00 €	1 Week 390,00€	1 Week 245,00 €	12 Weeks 2.540,00€
2 Weeks 350,00 €	2 Weeks 395,00 €	2 Weeks 485,00 €	2 Weeks 730,00€	2 Weeks 440,00 €	
3 Weeks 520,00 €	3 Weeks 600,00 €	3 Weeks 730,00 €	3 Weeks 1.090,00€	3 Weeks 655,00 €	
4 Weeks 628,00 €	4 Weeks 728,00 €	4 Weeks 880,00 €	4 Weeks 1.390,00€	4 Weeks 800,00 €	
Extra Week 157,00 €	Extra Week 182,00 €	Extra Week 220,00 €	Extra Week 347,00€	Extra Week 200,00 €	
12 Weeks 1.600,00 €	12 Weeks 1.860,00 €	12 Weeks 2.250,00 €	5 additional One-to-One lesson/week 190,00€		
Extra Week 133,00 €	Extra Week 155,00 €	Extra Week 190,00 €			
24 Weeks 3.010,00 €					
Extra Week 125,00 €					

**COURSE STARTING DATES FOR COMPLETE BEGINNERS:** 04 January - 18 January - 01 February - 15 February - 01 March - 15 March - 29 March - 12 April - 03 May - 17 May - 31 May - 14 June - 28 June - 12 July - 26 July - 09 August - 23 August - 06 September - 20 September - 04 October - 18 October - 02 November - 15 November - 29 November - 06 December.

In case of prior knowledge of the Italian language it is possible to start classes every Monday. In case the minimum number of participants (3) for group courses is not reached the school reserves the right to transform group lessons into a reduced number of one-to-one lessons. 1 Lesson = 50 minutes. Last day of group language course in 2010 FRIDAY, 17th December.

## Special Courses

FLORENCE

<b>GF ITALIAN &amp; COOKING LESSONS</b> Group size: 4/12 20+4 lessons/week Basic Intensive Course G80 + 1 Cooking Class/week (approx 4 hours)	<b>INT ITALIAN &amp; INTERNSHIP</b> PART A: any group or one-to-one language course PART B: Internship - level B1 of Italian required enrollment fee for internship placement 35,00 €	<b>CC BUSINESS ITALIAN</b> Group size: 4/12 10 lessons/week <i>Intermediate knowledge of Italian (B1) necessary</i> <i>Can be combined with any group language course or One-to-One tuition</i>	<b>G+D ITALIAN &amp; DRAWING FROM CULTURE</b> Basic Intensive Course G80 + Drawing lessons Group size: 4/12 20+12 lessons/week Starting Dates: 04 January - 17 May - 09 August 04 October	<b>F50 50PLUS COURSE FOR EVERGREENS</b> Group size: 4/12 <i>Elementary knowledge of Italian (A2) necessary</i> 15 lessons + Culture Program 2 weeks 550,00 € <i>books included in the price</i> Starting Dates 50PLUS + ART HISTORY: 12 April, 02 November 50PLUS + CUISINE: 03 May, 18 October
1 week 280,00 €	4 weeks 500,00 €	2 weeks 225,00 €	2 weeks 995,00 €	
2 weeks 510,00 €	6 weeks 560,00 €	3 weeks 330,00 €		
3 weeks 760,00 €	8 weeks 620,00 €	4 weeks 425,00 €		
4 weeks 945,00 €	10 weeks 680,00 €			
Extra Week 235,00 €	12 weeks 760,00 €			
Starting Dates: same as group language courses	14 weeks 820,00 €			
	16 weeks 880,00 €			
	PART A: Starting Dates: same as group language courses			
	PART B: Any time of the year			
		Starting Dates: 29 March - 31 May - 28 June - 26 July 23 August - 20 September		

## Individual Courses

<b>I ONE-TO-ONE</b> <i>Choice from 2 to 10 lessons/day</i>	
10 lessons/week	390,00 €
20 lessons/week	760,00 €
30 lessons/week	1.110,00 €
40 lessons/week	1.400,00 €
50 lessons/week	1.650,00 €
extra for lunch with teacher (5 days)	400,00 €
Two-to-One	30% discount
<i>books included in the price</i>	
CAN TAKE PLACE AT ANY TIME OF THE YEAR	

## Enrichment Courses

*A wide selection of interesting enrichment courses, all related to the Italian culture, is available. Below find the most popular ones. For the complete list or more details please contact us.*

<b>COOKERY</b> 1 lesson (approx. 4 hours)	75,00 €
<b>WINE TASTING</b> 1 lesson (approx. 4 hours)	85,00 €
<b>DRAWING</b> 12 lessons/week	325,00 €
<b>JEWELLERY</b> 2 weeks (30 Lessons/week)	1.200,00 €
<b>PHOTOGRAPHY</b> 2 weeks (10 Lessons/week)	300,00 €

## Florence - Course Starting dates

DATES 2010

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
MO 4 11 18 25 TU 5 12 19 26 WE 6 13 20 27 TH 7 14 21 28 FR 8 15 22 29 SA 2 9 16 23 30 SU 3 10 17 24 31	MO 1 8 15 22 TU 2 9 16 23 WE 3 10 17 24 TH 4 11 18 25 FR 5 12 19 26 SA 6 13 20 27 SU 7 14 21 28	MO 1 8 15 22 29 TU 2 9 16 23 30 WE 3 10 17 24 31 TH 4 11 18 25 FR 5 12 19 26 SA 6 13 20 27 SU 7 14 21 28	MO 5 12 19 26 TU 6 13 20 27 WE 7 14 21 28 TH 1 8 15 22 29 FR 2 9 16 23 30 SA 3 10 17 24 SU 4 11 18 25	MO 3 10 17 24 31 TU 4 11 18 25 WE 5 12 19 26 TH 6 13 20 27 FR 7 14 21 28 SA 1 8 15 22 29 SU 2 9 16 23 30	MO 7 14 21 28 TU 1 8 15 22 29 WE 2 9 16 23 30 TH 3 10 17 24 FR 4 11 18 25 SA 5 12 19 26 SU 6 13 20 27
JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
MO 5 12 19 26 TU 6 13 20 27 WE 7 14 21 28 TH 1 8 15 22 29 FR 2 9 16 23 30 SA 3 10 17 24 31 SU 4 11 18 25	MO 2 9 16 23 30 TU 3 10 17 24 31 WE 4 11 18 25 TH 5 12 19 26 FR 6 13 20 27 SA 7 14 21 28 SU 1 8 15 22 29	MO 6 13 20 27 TU 7 14 21 28 WE 1 8 15 22 29 TH 2 9 16 23 30 FR 3 10 17 24 SA 4 11 18 25 SU 5 12 19 26	MO 4 11 18 25 TU 5 12 19 26 WE 6 13 20 27 TH 7 14 21 28 FR 1 8 15 22 29 SA 2 9 16 23 30 SU 3 10 17 24 31	MO 1 8 15 22 29 TU 2 9 16 23 30 WE 3 10 17 24 TH 4 11 18 25 FR 5 12 19 26 SA 6 13 20 27 SU 7 14 21 28	MO 6 13 20 27 TU 7 14 21 28 WE 1 8 15 22 29 TH 2 9 16 23 30 FR 3 10 17 24 31 SA 4 11 18 25 SU 5 12 19 26

Starting Dates 2010 are binding for beginners and recommended for all other levels (students with previous knowledge of Italian may also start on any Monday throughout the year).

The school remains closed on the following holidays: 01 January, 06 January, 05 April (Easter Monday), 02 June (Italian Holiday), 24 June (Patron of Florence), 01 November, 08 December.

FLORENCE

# Group Language Courses

EG BASIC INTENSIVE COURSE	EG+I COMBINED COURSE	EC CONVERSATION COURSE
Group size: 3/10 20 lessons/week	Group size: 3/10 20+5 lessons/week	Group size: 3/10 10 lessons/week
1 Week 200,00 €	1 Week 375,00 €	can only be booked in combination with EG or EI
2 Weeks 350,00 €	2 Weeks 700,00 €	1 Week 100,00 €
3 Weeks 500,00 €	3 Weeks 1.025,00 €	2 Weeks 175,00 €
4 Weeks 650,00 €	4 Weeks 1.300,00 €	3 Weeks 250,00 €
Extra Week 155,00 €	Extra Week 320,00 €	4 Weeks 325,00 €
	5 additional One-to-One lessons/week 175,00 €	Extra Week 80,00 €

**COURSE STARTING DATES FOR COMPLETE BEGINNERS:** EL/P: 29 March - EL/1: 17 May - EL/2: 31 May - EL/3: 14 June - EL/4: 28 June - EL/5: 12 July - EL/6: 26 July - EL/7: 09 August - EL/8: 23 August - EL/9: 06 September - EL/10: 20 September. In case of prior knowledge of the Italian language it is possible to start classes every Monday. In case the minimum number of participants (3) for group courses is not reached the school reserves the right to transform group lessons into a reduced number of one-to-one lessons. 1 Lesson = 50 minutes.

## Special Courses

ES ITALIAN & SPORT	ED ITALIAN & DRAWING FROM NATURE	E50 50 PLUS COURSE FOR EVERGREENS
Group size: 3/10 20+8 lessons/week	Group size: 3/10 20+12 lessons/week	Group size: 3/10
Basic Intensive Course + 2 halfday excursions/week of Kayak or Mountain Biking or Trekking	Basic Intensive Course + Drawing lessons	30 Italian lessons + Culture Program
1 Week 300,00 €	2 Weeks 995,00 €	2 Weeks 515,00 €
2 Weeks 555,00 €	STARTING DATES:	<i>books included in the price</i>
3 Weeks 800,00 €	EL/2: 31 MAY - EL/6: 26 JULY	<i>Elementary knowledge of Italian (A2) necessary</i>
4 Weeks 1.050,00 €	EL/10: 20 SEPTEMBER	STARTING DATES:
Extra Week 250,00 €		EL/1: 17 MAY - EL/9: 06 SEPTEMBER
Starting Dates: same as group language courses		

## Individual Courses

EI ONE-TO-ONE
<i>Choice from 2 to 6 lessons/day</i>
10 Lessons / Week 360,00 €
15 Lessons / Week 540,00 €
20 Lessons / Week 720,00 €
25 Lessons / Week 875,00 €
30 Lessons / Week 1.050,00 €
Two-to-One 30% discount
<i>books included in the price</i>
CAN TAKE PLACE AT ANY TIME OF THE YEAR

## DATES 2010

## Island of Elba - Starting dates

MARCH		APRIL		MAY	
MO	1 8 15 22 29	MO	5 12 19 26	MO	3 10 17 24 31
TU	2 9 16 23 30	TU	6 13 20 27	TU	4 11 18 25
WE	3 10 17 24 31	WE	7 14 21 28	WE	5 12 19 26
TH	4 11 18 25	TH	1 8 15 22 29	TH	6 13 20 27
FR	5 12 19 26	FR	2 9 16 23 30	FR	7 14 21 28
SA	6 13 20 27	SA	3 10 17 24	SA	1 8 15 22 29
SU	7 14 21 28	SU	4 11 18 25	SU	2 9 16 23 30

JUNE		JULY	
MO	7 14 21 28	MO	5 12 19 26
TU	1 8 15 22 29	TU	6 13 20 27
WE	2 9 16 23 30	WE	7 14 21 28
TH	3 10 17 24	TH	1 8 15 22 29
FR	4 11 18 25	FR	2 9 16 23 30
SA	5 12 19 26	SA	3 10 17 24 31
SU	6 13 20 27	SU	4 11 18 25

AUGUST		SEPTEMBER	
MO	2 9 16 23 30	MO	6 13 20 27
TU	3 10 17 24 31	TU	7 14 21 28
WE	4 11 18 25	WE	1 8 15 22 29
TH	5 12 19 26	TH	2 9 16 23 30
FR	6 13 20 27	FR	3 10 17 24
SA	7 14 21 28	SA	4 11 18 25
SU	1 8 15 22 29	SU	5 12 19 26

**Starting Dates 2010 are binding for beginners and recommended for all other levels (students with previous knowledge of Italian may also start on any Monday).**

## ENROLLMENT FORM FOR CENTRO FIORENZA IN FLORENCE



Ms  Mr

FIRST NAME \_\_\_\_\_

SURNAME \_\_\_\_\_

ADDRESS (STREET, CITY, ZIP CODE) \_\_\_\_\_

TELEPHONE (HOME) \_\_\_\_\_ WORK \_\_\_\_\_ MOBILE PHONE \_\_\_\_\_

FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ NATIONALITY \_\_\_\_\_ OCCUPATION \_\_\_\_\_

MOTHER TONGUE \_\_\_\_\_ OTHER LANGUAGES KNOWN \_\_\_\_\_

### KNOWLEDGE OF ITALIAN:

NONE  POOR  ELEMENTARY  INTERMEDIATE  GOOD  VERY GOOD

STUDIED WHEN AND WHERE: \_\_\_\_\_

YEARS \_\_\_\_\_ MONTHS \_\_\_\_\_ HOURS/DAY \_\_\_\_\_

### I WOULD LIKE TO ENROLL IN THE FOLLOWING COURSE:

#### GROUP COURSES

G80  GS120  GC

GS96  G+I  GD

COURSE CODE FROM TO WEEK(S)

#### SPECIAL COURSES

GF  CC  F50

INT  G+D

COURSE CODE FROM TO WEEK(S)

#### COMPLEMENTARY COURSES

COURSE NAME FROM TO WEEK(S) TIME/WEEK(S)

#### I - ONE-TO-ONE

ONE-TO-ONE

FROM TO WEEK(S) HOURS/DAY

LESSONS INCLUDING LUNCH

### I PAY WITH:

CREDIT CARD  BANK TRANSFER  CHEQUE  CASH

### ACCOMMODATIONS I WOULD LIKE THE SCHOOL TO ARRANGE ACCOMMODATION FOR ME IN:

HOMESTAY  SHARED APARTMENT  APARTMENT (STANDARD)  RESIDENCE  APARTMENT (HIGHER STANDARD)  HOTEL

SINGLE ROOM  DOUBLE ROOM  BREAKFAST  HALF BOARD

SECOND CHOICE: \_\_\_\_\_

BUDGET AND NOTES (VERY IMPORTANT FOR ME IS...) \_\_\_\_\_

I have taken note and accepted the General Conditions

I consent that the Centro Fiorenza uses my personal data as per D.L. n.196, 30/06/2003.

PLACE AND DATE / SIGNATURE \_\_\_\_\_

AGENT STAMP \_\_\_\_\_

HOW DID YOU FIND OUT ABOUT CENTRO FIORENZA? \_\_\_\_\_

PLEASE SEND ME THE DETAILED BROCHURE OF YOUR SPECIAL COURSES:

BY MAIL  BY EMAIL



Ms  Mr

FIRST NAME \_\_\_\_\_

SURNAME \_\_\_\_\_

ADDRESS (STREET, CITY, ZIP CODE) \_\_\_\_\_

TELEPHONE (HOME) \_\_\_\_\_ WORK \_\_\_\_\_ MOBILE PHONE \_\_\_\_\_

FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ NATIONALITY \_\_\_\_\_ OCCUPATION \_\_\_\_\_

MOTHER TONGUE \_\_\_\_\_ OTHER LANGUAGES KNOWN \_\_\_\_\_



KNOWLEDGE OF ITALIAN:

NONE  POOR  ELEMENTARY  INTERMEDIATE  GOOD  VERY GOOD

STUDIED WHEN AND WHERE:

YEARS \_\_\_\_\_ MONTHS \_\_\_\_\_ HOURS/DAY \_\_\_\_\_

I WOULD LIKE TO ENROLL IN THE FOLLOWING COURSE:

GROUP COURSES

- EG
- EC
- EG+I

SPECIAL COURSES

- 50 PLUS
- ES
- ED

FROM \_\_\_\_\_ TO \_\_\_\_\_ WEEK(S) \_\_\_\_\_

INDIVIDUAL COURSES

- EI ONE TO ONE COURSE

FROM \_\_\_\_\_ TO \_\_\_\_\_ WEEK(S) \_\_\_\_\_ HOURS/DAY \_\_\_\_\_

ACCOMMODATIONS I WOULD LIKE TO BOOK THE FOLLOWING ACCOMMODATION::

- HOTEL TAMERICI \*\*\*\*  SINGLE ROOM
- HOTEL GABBIANO AZZURRO \*\*\*  DOUBLE ROOM
- HOTEL GABBIANO AZZURRO 2 \*\*\*\*  BREAKFAST
- ALBERGO CASA LUPI (B&B)\*  HALFBOARD

PRIVATE APARTMENTS

PLEASE SPECIFY FOR HOW MANY PERSONS, HOW MANY ROOMS, PRICE LIMIT, ETC

VERY IMPORTANT FOR ME IS...

I PAY WITH:  CREDIT CARD  BANK TRANSFER  CHEQUE  CASH

- I have taken note and accepted the General Conditions.
- I consent that the Centro Fiorenza uses my personal data as per D.L. n.196, 30/06/2003.

PLACE AND DATE / SIGNATURE \_\_\_\_\_

AGENT STAMP \_\_\_\_\_

HOW DID YOU FIND OUT ABOUT CENTRO FIORENZA?:

PLEASE SEND ME THE DETAILED BROCHURE OF YOUR SPECIAL COURSES:  
 BY MAIL  BY EMAIL

# Accommodation Prices 2010 - FLORENCE

Prices vary according to the duration of the stay (MIN prices = long term stays, MAX prices = very short term stays)

## PRIVATE HOMES (price €/Day)

Single room with breakfast	Min 23	Max 26
Double room with breakfast (per person)	Min 16	Max 19
Supplement for halfboard	Min 11	Max 11

Available for 1, 2, 3, 4 and more weeks

## SHARED STUDENT'S APARTMENTS (price €/Day)

Single room	Min 16	Max 20
Double room (per person)	Min 11	Max 14

Available for 2 or more weeks. Kitchen and bathroom to be shared  
 Extra charges not included (i.e. electricity, water, heating, etc) between 30 - 85 €/4 weeks, deposit required

## INDEPENDENT APARTMENTS (standard) (price €/Day)

Occupancy for one	Min 34	Max 46
Occupancy for two (per person)	Min 18	Max 25

Available for min. 4 weeks. (2 and 3 weeks upon request only) - Utilities (electricity, water, heating, etc) not included, charges according to consumption, min. 50-100 €/4 weeks, deposit required

## RESIDENCE MANNAIONI (price €/Day)

Studio for one	Min 51	Max 70
Studio for two (per person)	Min 36	Max 51

Available for 1 or more weeks. Studios with bath, kitchenette, telephone, internet access, air conditioning, sat. TV

## HOTELS AND APARTMENTS OF HIGHER STANDARD UPON REQUEST ONLY

ARRIVAL: Sunday prior to course date

DEPARTURE: Saturday after course end

## TRANSFER

from Florence airport  
one way €55

from Florence railway station  
one way €45

# Accommodation 2010 - ISLAND OF ELBA

Elba is not a "last minute Island" and it is therefore highly recommended to book accommodation, especially single rooms, at least two months in advance. Rooms and apartments for August should be booked already in March! Here below a short description of various accommodation possibilities in **MARCIANA MARINA**:

**HOTEL TAMERICI**, a four star hotel is Centro Fiorenza's headquarter on Elba. This hotel is located in the heart of the residential area, a stone's throw from the seafront promenade and the beach. All bedrooms are air-conditioned, equipped with telephone, colour TV, balcony and internet access. Private parking, swimming pool, tennis court. Type of accommo-

dation available: double / single rooms with breakfast or half board.

**HOTEL GABBIANO AZZURRO**: this three star B & B with swimming pool, private parking, is located in the same area as Hotel Tamerici, offers rooms with breakfast and is equipped with telephone, TV, air-conditioning. Type of accommodation available: double/ singles rooms with breakfast.

**HOTEL GABBIANO AZZURRO 2**: a four star hotel, offers rooms of different types, all air-conditioned with whirlpools, a rich self service breakfast buffet, outside and inside pools, fitness centre, etc. Hotel Gabbiano Azzurro 2 is located very close to Hotel Tamerici. Type of accommodation available: Double

rooms (Terrace, Junior and Major Suites) with breakfast. Single rooms upon request.

**ALBERGO CASA LUPI**: simple one star hotel located very close to Hotel Tamerici. The terrace is overlooking the town of Marciana Marina and has a beautiful sea-view as well as a mountain view (Monte Capanne). Type of accommodation available: rooms with shower, breakfast upon request. Single occupancy upon request only.

**APARTMENT RENTAL**: a wide range of apartments in and out of Marciana Marina are available through specialized agencies. Prices vary according to the season. Detailed hotel pricelists upon request.

# General Conditions

**Enrolment:** Students must send the enrolment form, a copy of a valid document as well as two photos either by mail, fax or e-mail to:

**Centro Fiorenza - IH Florence**  
Via S. Spirito 14, - 50125 Firenze (Italy)  
Fax +39 055 287 148  
e-mail: [info@centrofiorenza.com](mailto:info@centrofiorenza.com)

Applications become valid upon receipt of the school's written confirmation.

## PAYMENT

• **Courses (Florence + Elba):** an advance payment of 20% of the cost of the course + Enrolment Fee must be sent together with the enrolment form. The balance must be paid upon receipt of the written confirmation or, at the latest, by the end of the first day of the course.

Payment must be effected directly to the school by means of either: cash/international bank cheque/international money order/bank transfer (all bank charges to be met by the sender) / credit cards.

• **Accommodation Elba:** accommodations are confirmed only after receipt of an advance payment. The balance can be settled with the hotel directly at the end of the stay, also by credit card.

Payments or a copy of the bank transfer for **courses and accommodation** must be sent to CENTRO FIORENZA's office in **Florence**.

• **Accommodation Florence:** a service in finding accommodation for all students regularly enrolled is offered. Rooms are reserved from Sunday prior to course date until Saturday after course ends. Fees have to be paid within the first 3 days in cash directly to the landlord. Notification of a change in

accommodation must be given thirty days in advance.

## CANCELLATIONS

### Courses (Florence + Elba):

Must be notified in writing to the school office.

### Before the course starts:

- For cancellations sent at least 30 days before the course starts: the entire sum, less the Enrolment Fee will be refunded.

- For cancellations sent 29 to 15 days before the course starts: the Enrolment Fee and 20% of the course (up to 8 weeks) will be forfeited.

- For cancellations giving less than 14 days notice, Enrolment Fee + 50% of the course (up to 8 weeks) will be forfeited.

### After the course starts:

- No refunds are made for cancellations or to students leaving before the end of a course or starting later.

- For long term courses (more than 8 weeks) the school will issue, for the balance, a credit note valid for 12 months.

- Deposits and fees are not transferable from person to person.

Exceptions will be made at the school's discretion in special cases (serious illness, accident, etc.)

• **Accommodation Elba:** the advance payment will be refunded only in case the cancellation is received 21 days before the starting date of the stay; no refunds for cancellations received after this date.

## GROUP COURSES

In case the minimum number of participants (3) for group courses is not reached the school reserves the right to transform group lessons into a reduced number of individual lessons.

## COURSE CHANGES

If a change of type or date of course is required, the student

must notify the registration office at least 30 days before the beginning of the course. Other changes rest at the discretion of the school.

## VISA

Students coming from countries that require a visa to study abroad need to contact the Italian Embassy in their home country beforehand to complete formalities. A certificate of enrolment issued by the school is one of the requirements for obtaining a visa. In order to receive a certificate of enrolment the student must pay the full tuition fees. In case of refusal, students have to inform the school in writing, before the course starts, giving evidence of the rejection of the Italian Embassy. Only in this case the fees will be refunded less € 100 for secretarial expenses.

## INSURANCE

We advise students to take out medical and personal insurance before leaving their home country.

## HOLIDAYS

The school remains closed on Italian public holidays. Lessons for group language courses are not made up and there is no refund for these days.

## RESPONSIBILITIES

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

**PHOTOS** portraying students may be used by the school for advertising purposes.

## BANK DATA FOR TRANSFERS

Monte dei Paschi di Siena,  
Via dei Pecori 6/8, Firenze  
account number: c/c Centro Fiorenza  
nr. 50640.12 - ABI 1030 - CAB 2800  
SWIFT code: PASCITMMFIR  
IBAN code:  
IT64 V 01030 02800 00000 5064012

# FAQ (Frequently Asked Questions)

## 1 - COURSES

### Is there a minimum age requirement to enroll in courses at Centro Fiorenza?

Yes, the general intensive Italian courses require a minimum age of 17. The 50 Plus course is for adults with a minimum age of 50.

### When is it possible to start a course?

Classes for beginners who have never learned Italian begin on specific start dates. Classes for participants who have already studied the Italian language may start on any Monday.

### How long are the lessons?

Each lesson lasts for 50 minutes.

### How do I select the course that is right for me?

This depends on your length of stay and personal needs. For example, students who are staying for longer periods of time generally enroll in our Basic Intensive courses which include 4 lessons of 50 minutes each. Students who only have a limited amount of time to learn Italian usually prefer to choose the Super Intensive course which offers 30 lessons per week, Combined Courses or One-to-One tuition. Centro Fiorenza also offers many special courses including: Business Italian, Examination Courses for a variety of National Italian Exams, Italian & Cooking Classes, Italian & Culture Course, Italian & Drawing, etc.

### Will extra help be provided if I have any particular difficulty?

Yes, apart from your lessons, we offer additional tutorials, 2 lessons per week, which are free to students and designed to answer any questions from your lessons.

### Once the session has begun, can I change my course level or classes?

Yes. We require the proper level placement for each student, therefore if you feel you are not in the appropriate level, you are encouraged to speak with your teacher or the Director of Studies who will help you find a solution.

### Can I get US University credits for my courses at Centro Fiorenza?

Yes. We collaborate with some colleges

that provide credits that may be transferred.

For more information, please contact: [fiorenza@centrofiorenza.com](mailto:fiorenza@centrofiorenza.com)

### Are make up classes provided for classes that are missed due to holidays?

Only the individual One-to-One classes are made up but students are encouraged to take advantage of the extra, free tutorials provided by the school when classes are missed due to holidays. In addition, please check the public holidays in the school brochure before confirming your enrollment.

## 2 - ACCOMMODATION

### How far in advance do I need to complete my reservation?

We recommend you reserve your accommodation at least 1 month in advance. Florence is a popular tourist destination and if you wish to book accommodation during high season (July and August) we advise you to make the reservation as early as possible. We also do accept last minute reservations, please check accommodation availability with us.

### Is transportation information provided on how to get to my accommodation from school?

Students are provided with information on how to get to school (bus-numbers, distance, etc) when they are given the address and description of their accommodation. Accommodations are either within walking distance or can easily be reached by bus (apx. 10 – 15 minutes).

### Can I stay for extra nights?

Yes, you can check in on Saturday and check out on Sunday if you wish. There is an extra fee for any extra night in the accommodation. Should you need additional nights, we will help you find a suitable hotel, pension or hostel.

### Who do I speak to regarding my arrival time to my accommodation?

It is best to contact your host family / landlord a few days before your arrival. If you do not feel comfortable speaking Italian over the phone, please contact the school so we can communicate your arrival time.

### Can I use the telephone to make and receive calls from my accommodation?

This depends on the type of accommodation you have:

- Residences: studios and apartments in Residences are equipped with a phone.
- Home stay: most families do not mind you receiving calls after checking convenient times with them
- Private apartments and shared flats: generally no telephone is available. Depending on your accommodation, you may wish to purchase an Italian cell phone with a prepaid card or rent a cell phone. We can always supply you with more information if you are interested in purchasing or renting an Italian phone.

### Are electricity and water included in my accommodation or do I need to pay separately?

- Residence and home stay: electricity and water are included in your payment.
- Private and shared apartments: utilities are not included and are paid directly to the owner of the apartment.

### Can I leave my current accommodation with Centro Fiorenza without penalty if I find another apartment or accommodation?

Should you decide to change your accommodation, we require 4 weeks notice. Exceptions are granted under the discretion of the housing coordinator and/or the management of the Centro Fiorenza.

### What is Centro Fiorenza's responsibility if problems occur in student housing?

Centro Fiorenza will do everything possible to ensure that your stay meets your expectations. If you have a problem, we suggest you talk to the landlady/-lord first. It is surprising how many things are just misunderstandings. If there is anything you do not understand or feel unhappy about, get in touch with our housing-coordinator.

### Can Centro Fiorenza offer accommodation if I am not studying a course at the school?

Sorry, the Centro Fiorenza accommodation service is only available for our students.

## 3 - VARIOUS

### Are excursions offered through Centro Fiorenza during the week and weekends for students?

Yes, Centro Fiorenza offers weekly cultural activities and full day excursions every weekend. We also organize many weekend excursions to Rome, Venice, Cinque Terre, and Sorrento/The Amalfi Coast, etc.

### Can I work in Italy if I am studying with Centro Fiorenza?

Some EU students may find a job in Florence but it can be difficult for students who are non EU citizens to find work since they cannot easily obtain a work permit. Centro Fiorenza does not offer a job placement service.

### What are the working hours at Centro Fiorenza?

Centro Fiorenza's working hours are: Mondays - Fridays from 9:00 until 18:00, but sometimes extended depending on the extra curricular activities offered and free tutorials (please check the schedule when you arrive). Only One-to-One lessons, or special programs may be held on weekends, but generally we are closed during the weekend, and always on holidays.

### Does Centro Fiorenza offer insurance to their students and if so, how much does it cost?

All students at Centro Fiorenza are insured against accident that may happen inside the school or outside the school premises during guided activities organized by the school. However we advise students to take out medical and personal insurance before leaving their home country.

### Can I receive mail at Centro Fiorenza?

Yes, we have a designated postal area for students to receive mail. We recommend that you give your friends and relatives the school address rather than the address of your accommodation.

### Can I receive e-mails at Centro Fiorenza? If so, is there a charge?

Centro Fiorenza has free Internet access for students during school hours at either our designated computers, or through our wireless connection if you choose to use your laptop.