



Registration Form

(Please use ONLY for language Programmes in location Hamburg)

Applicant Information

Full Name: _____ Date of Birth: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State Post Code

Phone: _____ Email: _____

What languages would you like to register for? _____

Start date of course: _____

Do you have a visitors permit for the country of destination? YES NO If yes, please state validity: _____

Language Proficiency

Current level and experience in the target language: _____

How is your German? No-knowledge Very basic Good Other: _____

Which language certificates do you already have? _____

Accommodation Options

Would you like AveLang to arrange your accommodation?

YES

NO

Other: _____

We understand how important it is for you to feel at home in a new country. Consequently, we help you in finding a suitable accommodation for your stay. We can book single or double rooms in student hostels or in homestay arrangements. We will also be happy to help you book a hotel room if you prefer. Prices vary according to the room category and length of stay. Meals can be included to the offer at additional costs. We will be happy to discuss the accommodation currently available. Please contact us on +49 40 2533 5803 or send us an email: info@avelang.com.

Which accommodation options do you prefer?
Please tick:

A single-bed room in a bed and breakfast homestay?

A double-bed room in a bed and breakfast homestay?

A single or double room with break and lunch?

Own apartment without meal options?

Smoker?*

Non-smoker?

*Please note that in most cases smoking is strictly prohibited in the accommodation.

Do you have any other accommodation wishes?

I would like AveLang to send me information by email

YES

NO

Disclaimer and Signature

AveLang hereby notifies course participants that they are responsible for any damage of whatever nature caused by them.

By submitting the form, I acknowledge the attached [terms and conditions of enrolment](#) on page 4

I have read and accept the [data privacy policy](#) on pages 5-7

Please see our online cancellation notice below

Signature: _____ Date: _____

Please send us the signed application per Fax to +49 4025335803 or per email to info@avelang.com

RIGHT TO CANCEL

You have the right as a natural person (defined as any person entering into a transaction for purposes not primarily related to commercial or self-employed activities) to cancel this contract within 14 days without giving reasons. The cancellation period is 14 days from the date on which you enter into the contract.

To exercise your right to cancel, you must send a clear cancellation declaration by fax, email or letter to us at:

AveLang Sprachschule
Hammerbrookstrasse 93
20097 Hamburg
Tel.: +49 40 2533 5803
Fax: +49 40 2533 5804
info@avelang.com

To comply with the cancellation period, it is sufficient for you to send your notice of cancellation to us before the expiry of the cancellation period. If you cancel this contract within the specified period, we are required to reimburse all payments we have received to you within 14 days from the date on which we receive your cancellation notice. We will use the same means of payment as in the original transaction unless we have agreed on other payment arrangements with you.

Early expiry of the right of cancellation:

The right to cancel will expire at an earlier date if you give your express consent to begin providing services at a date before the lapse of the cancellation period and acknowledged that you would lose your right to cancel following complete performance of the contract by us.

AVELANG TERMS AND CONDITIONS OF ENROLMENT

§ 1 General Teaching Conditions

The current general terms and conditions of the AveLang Sprachschule (AVELANG) apply as the basis of the contract concluded between the course participant and AVELANG. The terms and conditions are given to the participant with the contract. All ancillary agreements between the participant and AVELANG must be in writing and must be countersigned by the participant and AVELANG.

Course participants must be at least 18 years of age.

The assignment to a course level is made on the basis of a placement test carried out at the course location. In all courses, the maximum class size is 10.

§ 2 Payment Conditions

After registering for a course, the participant is sent a "confirmation of registration" by AVELANG, confirming registration in the selected course, the accommodation booking and the meal arrangements. An invoice is forwarded with the enrollment confirmation, informing the participant of the payable course fees, which include all services specified (instruction, accommodation, meals) and indicating the payment deadline. The participant can choose to pay the instruction fees online, in which case the confirmation of registration is issued after payment is received. For online bookings, the amount for the accommodation and meals shall be paid by the participant immediately upon receipt of the confirmation of registration. The contract takes effect with receipt of the confirmation of registration by the participant.

The price list for courses, accommodation and meals in effect at the time of enrollment is an integral part of the contract. The course fee is payable in full to AVELANG. The date of payment is specified in the confirmation of registration and is the date the payment is credited into AVELANG account. All bank charges related to the payment of the course fee shall be borne by the course participant.

If the AVELANG does not receive full payment of the course fees by the due date specified, the participant will no longer be entitled to the services booked. In this case AVELANG reserves the right to make the services available to other interested parties.

In case of non-attendance, delayed arrival, early departure or withdrawal from a course, or any other absences (e.g. due to illness), there is no claim to reimbursement of the course fees.

Changes to services booked (e.g. changes in the course date) may be done in exceptional cases and in consultation with AVELANG. Changes are subject to a fee of 50€ per booking change.

§ 3 Cancellation / Withdrawal / Termination

The start dates and the minimum number of participants of the individual group are stated in the contract. AVELANG may, for pedagogical reasons, transfer the participant to another group, if such transfer appears to be useful for optimizing the learning progress of the group or individual client.

For cancellation no later than four weeks prior to the start of the course, AVELANG will charge an administrative fee of €150. For cancellation within one week prior to the start of the course, AVELANG will charge an amount equal to 50% of the course fee. For cancellation no later than 24 hours prior to the start of the course, AVELANG will charge an amount equal to 80% of the course fee. In case of cancellation after the start of the course, AVELANG will charge 100% of the course fee. The course participant can cancel accommodation arrangements free of charge up to four (4) weeks before the start of the course. Cancellation at a later date is not possible. The cancellation must be submitted in writing (or by e-mail). The cancellation date is defined as the date of receipt of the cancellation declaration BY AVELANG.

§ 4 Accommodation

Request for the booking of accommodation must be indicated in the enrollment form. Prior inspection of the accommodation is not possible. The accommodation is rented only on a course by course basis. The date for checking into the accommodation is the informed arrival date, and the date for checking out is the informed departure date. The course participant is responsible for exercising due care in the accommodation and keeping it clean during the rental period. At the end of the rental period, the accommodation must be left in a clean and tidy state.

Participant require a written permission from AVELANG to allow their guest to stay overnight at the accommodation. Any violation of the host's or landlord house rules will result in termination of the rental agreement without notice and no claim to replacement accommodation or reimbursement of rent paid.

§ 5 Permits and Insurances

The course participant is solely responsible for ensuring that his/her stay in the country is in compliance with the law and that he/she possesses the required entry permits or visa. The course participant is solely responsible for taking out health insurance and accident, liability and personal property insurance. AVELANG assumes no liability in this area. Participants are obliged to comply with the course and house rules.

§ 6 Limitations of Liability

AVELANG is subject to liability – regardless of the legal cause – only in case of gross negligence or intent. AVELANG and its employees are not liable for non-performance of contractual obligations or damages to the extent that they are caused by force majeure, in particular fire, water, storm or other natural events, explosion, strike, war, civil unrest or other reasons outside the sphere of responsibility/influence of AVELANG.

Deadlines on the part of AVELANG are subject to the availability of appropriate teachers. AVELANG strives to always provide a substitute teacher in the event of a teacher dropping out. A claim to the instruction by a certain teacher does not exist. For failed lessons or programs, AVELANG offers replacement lessons or replacement programs. If this is not possible in individual cases, AVELANG undertakes, in addition to prompt notification to the customer, to reimburse paid and unperformed teaching units after the respective program has been completed. A change of teacher may be part of the AVELANG method and does not entitle the customer to terminate or withdraw from the contract. AVELANG is not liable for the failure to achieve a certain learning and teaching success. The requirements made by AVELANG regarding the required teaching units to achieve a teaching objective may differ from actual requirements in individual cases.

§ 7 Privacy Protection

AVELANG collects, processes and uses the personal data of the course participant for the purpose of fulfilling the signed contract and as permitted by law and under the terms of any signed declaration of consent in compliance with privacy protection laws. For further details see the separate privacy declaration to which we hereby explicitly refer.

§ 9 Severance Clause

If a provision of this contract is ineffective, AVELANG is entitled to replace it with an effective provision with a similar purpose. If this is not possible, the statutory provisions apply.

§ 8 Jurisdiction

These terms and conditions and all legal relations between AVELANG and the course participant are subject to the laws of the Federal Republic of Germany. The place of jurisdiction is Hamburg, Germany.



DATA PROTECTION POLICY

Data protection
Internet Privacy Policy
of
AveLang Language Training Services
Hammerbrookstraee 93
20097 Hamburg
Representative: Inh. Grace Denker

(Hereinafter "we"), as the operator of this website, is responsible for the personal data of the users (hereinafter: "you") of the website as defined in the General Data Protection Regulation ("GDPR").

We protect your privacy and your private information. We collect, process and use your personal data in accordance with the content of this Privacy Policy and the applicable data protection regulations, in particular the GDPR. This privacy policy governs which personal information we collect, process and use about you. We therefore ask you to read the following instructions carefully.

1. Collection of personal data

1.1 Personal data in the sense of this data protection regulation are all information, which refer to an identified or identifiable natural person (in the following "affected person"). In particular, this includes your name, your e-mail address [and, if applicable, your address and telephone number as well as your credit card and bank account details and your sales tax information if you are a registered customer].

1.2 Personal information also includes information about your use of our website. In this context, we collect personal information from you as follows: information about your visits to our website, such as the extent of the data transfer, the location from which you retrieve data from our website, and other connection information and sources that you access. This usually happens through the use of logfiles and cookies. Further information on logfiles and cookies can be found below.

1.3 If we collect your IP address, this will only be stored for the time of your use of the website and then immediately deleted or anonymized by shortening. The remaining data will be stored for the period necessary to achieve the purpose of the storage, subject to any European or domestic laws or regulations to which we are subject and which may oblige us to store it further. If the aforementioned prerequisites for storage cease to exist, we will delete the data.

2. Purpose and legal basis

2.1 Uses

We use your personal information for the following purposes:

2.1.1 In order to create the offers you want for our services and to send them to you in addition to our terms of contract (including further data protection provisions regarding the execution of the contract, if necessary order processing, etc.);

2.1.2 To ensure that our website is presented to you in the most effective and interesting way possible;

2.1.3 for participation in the application process, storage only for the duration of participation in the application process, then deletion;

2.1.4 To allow you to participate in interactive offers, if you so desire;

2.2 Legal basis

The processing of your personal data is based on the following legal bases:

2.2.1 The collection of the information listed in sections 1.2 and 3.1 (the information about your visits to the Website, such as the extent of the data transfer, the place from which you retrieve data from our website and other connection data) is based on Article 6 (1) lit. f) DS-GMO.

2.2.2 The provision of personal data by you is based on Article 6 (1) (b) and / or (c) DS-BER; those events that gem. Article 6 paragraph 1 lit. a) DS-GVO Your consent will be governed by a separate contract, which expressly provides for your consent.

2.2.3 The processing of the data entered into the contact form takes place exclusively on the basis of your consent (Art. 6 (1) lit. DSGVO).

2.2.4 Should the consent have been the legal basis for the data collection / data processing, you can submit them to the og. Revoke address. The lawfulness of the processing, which took place until the revocation on the basis of the consent, remains unaffected.

3. Information about your computer, cookies and targeting

3.1 Each time you access our site, we collect the following information about your computer: the IP address of your computer, the request of your browser and the time of this request. In addition, the status and the amount of data transferred are recorded as part of this request. We also collect product and version information about the browser used and the operating system of your computer. We keep track of which website accessed our site. The IP address of your computer is stored only for the time of your use of the website and then immediately deleted or anonymized by



shortening. We use this data for the operation of our website, in particular to detect and eliminate website errors, to determine the utilization of the website and to make adjustments or improvements.

3.2 We may also collect information about your use of our website through the use of so-called browser cookies. These are small text files that are stored on your disk and that store certain settings and data for sharing with our system through your browser. A cookie usually contains the name of the domain from which the cookie data was sent, as well as information about the age of the cookie and an alphanumeric identifier. Cookies allow our systems to recognize the user's device and make any presets available immediately. As soon as a user accesses the platform, a cookie is transmitted to the hard disk of the user's computer. Cookies help us improve our website and offer you a better and personalized service. They allow us to recognize your computer when you return to our website and thereby:

- to store information about your favorite activities on the website and thus to tailor our website to your individual interests. This includes, for example, advertising that corresponds to your personal interests.
- speed up the processing of your requests.

3.3 The cookies we use will only store the information about your use of the website as explained above. This is not done by an assignment to you personally, but by assigning an identification number to the cookie ("Cookie ID"). A combination of the cookie ID with your name, your IP address or similar data that would allow a mapping of the cookie to you does not occur. How to prevent the use of browser cookies is explained in section 3.5.

3.4 Our website uses so-called tracking technologies. We use these technologies to make your website more interesting. This technique allows advertisers who are already interested in our site to interact with advertisers on our partners' websites. The insertion of this advertising material on the pages of our partners is based on a cookie technology and an analysis of the previous usage behavior. We only use this technology if you have consented to it, if it is necessary to use it for the purpose of concluding or fulfilling a contract with you or if other legal provisions permit this.

3.5 If you do not want to use browser cookies, you can set your browser so that storage of cookies will not be accepted. Please note that in this case you may be able to use our website only partially or not at all. If you only want to accept our own cookies, but not the cookies of our service providers and partners, you can choose the setting in your browser "block third-party cookies".

4. Data security

All information you submit to us will be stored on servers within the European Union. Unfortunately, the transmission of information over the Internet is not completely secure, which is why we can not guarantee the security of data transmitted to our website via the Internet. However, we secure our website and other systems through technical and organizational measures against loss, destruction, access, modification or dissemination of your data by unauthorized persons. In particular, your personal data is encrypted with us. We use the coding system SSL (Secure Socket Layer).

5. No transfer of your personal data

We do not share your personal information with third parties, unless you have consented to the transfer of data or we are entitled or obliged to share data due to statutory provisions and / or official or judicial orders. This may, in particular, be the provision of information for law enforcement purposes, security or enforcement of intellectual property rights.

6. Privacy and Third Party Websites

The Website may contain hyperlinks to and from third party websites. If you follow a hyperlink to any of these websites, please note that we can not accept any responsibility or liability for third party content or privacy. Please ensure your privacy policy before submitting personal information to these websites.

7. Facebook

We use the so-called "Like Button" of the social network Facebook (Facebook Inc., 1 Hacker Way, Menlo Park, California 94025, USA). The so-called Facebook plug-ins can be viewed here:

<https://developers.facebook.com/docs/plugins/>

You can recognize these plugins on the "Like-Button" and / or the Facebook logo. Plugins create a direct link between Facebook and your web browser, giving Facebook the information that you have visited our pages and your IP address. By clicking on the "Like-Button" content of our website can be linked to your Facebook account. This means that in addition Facebook can assign the visit of our website to your Facebook account. Please note the Facebook privacy policy: <https://de-de.facebook.com/policy.php>.

We point out that we can not get any data from Facebook, so we can not access this data. If you like the o.g. If you do not wish to be assigned to your Facebook account, you should log out of Facebook while surfing the WWW.

8. Google Analytics

This website uses Google Analytics provided by Google Inc. Address: 1600 Amphitheater Parkway, Mountain View, CA 94043, United States.



Google Analytics uses so-called "cookies", see above at 3. The cookies used by Google are stored on your computer to allow the analysis of the use of the website by visitors. The information obtained in this way is transmitted to a Google Inc. server in the USA and stored there.

We use Google Analytics to improve our web and promotional offer. This is a legitimate interest, which of Art. 6 para. 1 lit. f DS-GMO is covered.

The IP anonymization feature that is specifically designed for this case is enabled, which will reduce the IP addresses of site visitors within the EU or other parties to the Agreement on the European Economic Area prior to their transfer to the United States. We refer to exceptional cases, where the reduction takes place in the USA.

This allows Google to evaluate the use of the website on our behalf (e.g., which pages are clicked on, etc.). Google has no way, such as connecting your IP address with data from Google and so profiles of you to create.

Through Google Analytics, we also record anonymous demographic characteristics, that is information about the age, gender and interests of the visitors of our websites. Google collects such data as part of its own interest-based advertising and visitor data from other providers. If you do not want to do so, select the "Ad settings" menu after signing in to your Google Account and disable this option or follow the instructions below:

You do not want to be tracked by Google Analytics at all?

Please refer to section 3.5 of this privacy policy for the blocking of cookies. You can also prevent data collection or collection and processing by downloading and installing a browser plugin from Google:

<https://tools.google.com/dlpage/gaoptout?hl=de>. Google Analytics is then regarding your visits disabled. This has the effect of a contradiction.

More about privacy on Google:

<https://support.google.com/analytics/answer/6004245?hl=de>.

In addition, Google Analytics customers have contract processing contracts with Google for your protection.

9. Changes to this Privacy Policy

We reserve the right to change this Privacy Policy at any time with future effect. A current version is available on the website. Please visit the website regularly to find out about the applicable privacy policy.

10. Your rights and contact

Regarding the processing of your personal data, you have extensive rights. First of all, you have a comprehensive right to information and may, if necessary, request the correction and / or deletion and / or blocking of your personal data. You may also request a restriction of processing and have a right to object and a right to data portability. If you wish to assert any of your rights and / or receive more information about it, please contact us at the above address, if necessary by email or letter.

You have a right of appeal. Responsible for this are the state data protection officers. The data protection officer responsible for us can be found in the federal state in which our company is located. A list of all data protection officers with contact details can be found here:

https://www.bfdi.bund.de/DE/Infothek/Anschriften_Links/anschriften_links-node.html

If you have any questions, comments or inquiries regarding the collection, processing and use of your personal information by us, please also contact us using the contact details above.