



Camera di Commercio Italiana in Cina
中国意大利商会
China - Italy Chamber of Commerce



上海交通大学
SHANGHAI JIAO TONG UNIVERSITY
继续教育学院



BOOKING GUIDE TERMS AND CONDITIONS

WHERE TO APPLY:

In order to enroll, please kindly fill in the Application Form in this Booking Guide and send it to the following email address: infoshanghai@cameraitacina.com.

HOW TO PAY

Before the course starting date you should pay the global tuition fee at:

Shanghai Jiao Tong University

Following methods of payment are possible:

- Cash,
- Credit card (MasterCard, Visa, Union Pay) or cash card,
- Bank transfer to

Please indicate the reason of payment: *ITALIAN LANGUAGE COURSE*, student's name, course chosen and 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 if necessary.

Jiao Tong University will issue a payment receipt after having received the payment either directly or if you show evidence that bank transfer has been done.

As for CICC BUSINESS LANGUAGE COURSE, Jiao Tong University will provide their students with company invoice only.

In order to take part in the Italian classes, this receipt must be kept carefully and must be shown on the first day of the course to Linguaviva Shanghai Admission office.

CONFIRMATION OF BOOKING

Upon receipt of your application form and payment, the Admission Office will immediately send you the Course confirmation.

CANCELLATIONS

Cancellations must be communicated in writing to Linguaviva Shanghai Admission office.

上海市江宁路 167 号新城大厦 1604 室 200041

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Shanghai, China 200041
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Fax: +86-21-54075182

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We foresee three cases for cancellation:

- If you cancel the course more than 7 days before course starting date, the whole fee will be refunded.
- If you cancel less than 7 days before course starting date, you are entitled to a refund of 90% of the tuition fee you have paid.
- If you cancel the course after course starting date, you are not entitled to any refund and the whole fee will be forfeited.

If the student decides not to attend classes or to shorten the course, he/she is not entitled to any refund.

Tuition fees are not transferable to another person.

GENERAL CONDITIONS

- Course changes must be communicated in writing at least two weeks before the starting date. Under no circumstances the tuition paid for group course can be transferred to individual classes.
- In order to start a course, a minimum of 8 students (minimum 10 students for CICC BUSINESS LANGUAGE COURSE) is required.
- The school reserves the right to offer an alternative course of equal value, if the minimum number is not guaranteed.
- CICC, Linguaviva and SJTU are not liable for any loss of property or damages caused on the premises.

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林国微瓦
LINGUAVIVA
 EDUCATIONAL GROUP

ITALIAN LANGUAGE COURSES IN SHANGHAI

| COURSES | DURATION | TOTAL HOURS | TUITION FEES | LEVELS | SCHEDULE | STARTING DATES |
|---|-----------------|--------------------|--|-------------------|--|--|
| CICC BUSINESS LANGUAGE COURSE 4 hours per weekend (Saturday) | 16 weeks | 80 | RMB 4.000/ Non Member RMB 3600/ Member | A1, A2 | Every Saturday 10.00am-1.45 pm +lunch time | 17 th Nov. Xincheng Center Meeting Room, Floor 20 Jiangning Road 167, Jing'an District, Shanghai |
| WEEKEND INTENSIVE COURSE 5 hours per weekend (Saturday or Sunday) | 19 weekends | 95 | RMB 4.000/ Non Member RMB 3.600/ Member | A1, A2, B1, B2 | Saturday or Sunday: 10:00am - 1:45pm | Every 8 weeks |
| | 38 weekends | 190 | RMB 7.800/ Non Member RMB 7.020/ Member | | | |
| | 57 weekends | 285 | RMB 11.400/ Non Member RMB 10260/ Member | | | |
| TWICE-A-WEEK COURSE 4 hours per week (2 hours twice-a-week) | 25 weeks | 100 | RMB 4.000/ Non Member RMB 3.600/ Member | A1, A2, B1, B2 | 7:00pm - 8:30pm | Every 8 weeks |
| | 50 weeks | 200 | RMB 7.800/ Non Member RMB 7.020/ Member | | | |
| ONE-TO-ONE | | min.10 | RMB 320 per hour/ Non Member RMB 288 per hour/ Member | A1, A2, B1, B2 | Upon request | Upon request |

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Please complete this form and send it to infoshanghai@cameraitacina.com

APPLICATION FORM

PERSONAL DETAILS

CICC Member Yes No

Company Name _____

Position _____

Name and Family Name _____ M F

Date and place of birth _____

Address _____

Tel/Mob _____ E-mail _____

COURSE OPTION

- CICC BUSINESS LANGUAGE COURSE
N° of weeks
- WEEKEND INTENSIVE COURSE
N° of weeks
- TWICE-A-WEEK COURSE
N° of weeks
- OTHERS

PAYMENT

Payment of global tuition fee at Shanghai Jiao Tong University will be by means of:

- Bank Transfer Credit card or Cash card Cash

INFORMATION

Have you studied Italian before? Yes No

If you have studied before which level did you attend? A1 A2 B1 B2

How many hours in total have you studied? _____

Why are you studying Italian? _____

I have read and I accept the Terms and Conditions.

Date _____ Signature _____

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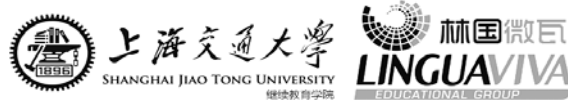
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上海徐汇区凯旋路1726号上海交大继续教育学院加华校区F501室
电话: 021 64471266 传真: 021 64471255 E-mail: shanghai@linguaviva.cn
www.linguaviva.cn http://training.sjtuonline.com

意大利语课程报名指南

条 款

申请地点

请填写报名须知所附的注册申请表, 并由本人发送到以下邮箱地址: infoshanghai@cameraitacina.com

如何付款

完成所选课程注册后即可付款, 学费请在课程开始前全额支付。

付款方式

- 现金
- 银联卡, 万事达卡, 维萨卡
- 银行汇款或转帐

款项必须全额付清。学生须承担所有银行费用, 如有必要将会收取这些费用。

收到款项后, 无论是直接交易或是根据所出示的银行转账单, 交通大学都将出具收款凭证。

针对中国意大利商会商务课程, 交通大学仅为学生提供公司发票。

为参加意大利语课程, 收据必须妥善保存, 课程第一天需要在林国微瓦招生办公室出示。

报名确认

Linguaviva 招生办收到学生报名及付款信息后, 将发送回执与学生确认。

取消课程

如取消课程, 学生应该前往 Linguaviva 招生办办理。

- 如开课前七天以上取消课程, 我们将 100%退回所付款项。
- 如开课前七天以内取消课程, 我们将退回所付款项的 90%。
- 课程一旦开始, 我们将不再接受任何退款。

中止课程及缺课现象则不在退款范畴之列。所付款项不可转给他人。

一般条款

- 如需更换课程, 必须在开课前至少提前两周书面申请。在任何情况下, 团体课程费都不得转用于私人课程。
- 套餐课程每班至少满 8 人方可开班 (中国意大利商会的商务课程至少满 10 人开班)。
- 如果注册报名人数不足矣开班, 学校保留向学生提供等值课程的权利。
- 在校期间, 请学生看管好自己的财务, 如有遗失, 中国意大利商会、林国微瓦和上海交大继续教育学院概不负责。

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上海校区意大利语课程

| 课程 | 周期 | 课时 | 学费 | 级别 | 时间 | 开课日期 |
|----------------------------------|-------|------------|--------------------------------|-------------------|--------------------------------|--|
| CICC 商务意大利语 4课时/周末 (周六) | 16 周 | 80 | ¥ 4.000/非会员 ¥ 3.600/ 会员 | A1, A2 | 周六 10.00-13.45 + 午餐时间 | 11月17号 上海市静安区 江宁路167号 新城大厦26 楼, 200041 |
| 全日制强化班 5 课时/周末 (周六或周 日) | 19 周末 | 95 | ¥ 4.000/ 非会员 ¥ 3.600/ 会员 | A1, A2, B1, B2 | 周六或周日 10:00 - 13:45 | 每 8 周 |
| | 38 周末 | 190 | ¥ 7.800/ 非会员 ¥ 7.020/ 会员 | | | |
| | 57 周末 | 285 | ¥ 11.400/ 非会员 ¥ 10.260 会员 | | | |
| 一周两次的课 程4课时/周 (2 课时 x2 次) | 25 周 | 100 | ¥ 4.000/ 非会员 ¥ 3.600/ 会员 | A1, A2, B1, B2 | 19:00 - 20:30 | 每 8 周 |
| | 50 周 | 200 | ¥ 7.800/ 非会员 ¥ 7020/ 会员 | | | |
| 一对一 | | 10 课时 起 | ¥ 320/课时 / 非会员 ¥ 288/课时/ 会员 | A1, A2, B1, B2 | 随机 | 随机 |

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请填写此表格，并提交至Linguaviva招生办：上海徐汇区凯旋路1726号上海交大继续教育学院加华校区F501室
 电话：021 64471266 传真：021 64471255
 E-mail: shanghai@linguaviva.cn www.linguaviva.cn

报名注册表

个人信息

中国意大利商会会员 是 否
 公司名字 _____
 职位 _____
 姓名：_____ 拼音：_____ 男 女
 出生年月： _____
 家庭住址： _____
 联系方式： _____ E-mail: _____

课程

CICC 商务意大利语 开课日期 _____ 课程周期 _____ 金额 _____
 周末强化班 开课日期 _____ 课程周期 _____ 金额 _____
 一周两次的课程 开课日期 _____ 课程周期 _____ 金额 _____
 其他

付款方式

可接受的付款方式 (请前往凯旋路 2086 号成教报名处二楼缴费，并请注明意大利语言培训)

现金
 银联卡
 银行汇款或转帐

信息

您是否已有语言基础? 是 否
 您现有的语言水平? A1 A2 B1 B2
 您学意大利语多久了? _____ 您为什么学习意大利语? _____

 您从哪里知道的 Linguaviva? _____

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注 册

您通过以下哪种途径报名注册的？

- 通过中介 (请注明中介名称及出具加盖公章的证明) _____
- 直接报名
- Linguaviva 网上报名
- 通过公司报名 (请注明公司名称及出具加盖公章的证明) _____

我已阅读并接受以上条款。

日期 _____

签字确认 _____

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