



DATES 2016

BEGINNER GROUPS START DATES

| JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|-----|---------|-----|-----|-----|---------|---------|--------------|-----|-----|-----|-----|
| 4* | 1*, 29* | 28* | 25* | 23* | 6*, 20* | 4*, 18* | 1*, 15*, 29* | 12* | 10* | 7* | 5* |

Courses start on any Monday. *Dates on which beginners can start in groups; Beginners should be familiar with the Cyrillic alphabet. 28 March is a start date for courses in St.Petersburg and Moscow only, in Riga groups start on Tuesday, **29 March**.

9 May is a start date for courses in Riga only, in St.Petersburg and Moscow groups start on Tuesday, **10 May**.

High-Season period: 23 May till 25 September. All Group Courses end on Friday, **23 December**. Groups resume on Monday, **9 January** 2017.

Telc EXAM DATES

| JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|------|-----|
| 29 | 26 | 25** | 22 | 20 | 17 | 15 | 12 | 9 | 7 | 4*** | 2 |

Exams are held on Fridays. Telc exam preparation modules are run from Monday the same week.

In St.Petersburg and Moscow only. *In Riga only. In Russian schools it will be held on Thursday, 3 November.

PRICES 2016 (IN EUROS)

STANDARD AND INTENSIVE GROUP COURSES

| Course type | Lessons per week | Course length | Fee per week | | High season supplement per week |
|------------------|------------------|---------------|------------------------|----------------------------|---------------------------------|
| | | | from 04.01 to 22.05.16 | and from 26.09 to 23.12.16 | |
| Standard course | 20 | 2 - 7 weeks | 280 € | | + 60 € |
| | | 8 - 11 weeks | 250 € | | |
| | | 12 - 23 weeks | 235 € | | |
| | | 24+ weeks | 180 € | | |
| | | | | | No high season supplement |
| Intensive course | 25 | 2 - 7 weeks | 360 € | | + 60 € |
| | | 8 - 11 weeks | 325 € | | |
| | | 12 - 23 weeks | 300 € | | |
| | | 24+ weeks | 240 € | | |
| | | | | | No high season supplement |

Fees include: Tuition, assessment test, teaching materials, course certificate, guided group city-tour upon arrival.

Please note: Maximum group size in St.Petersburg and Moscow is 12, in Riga - 10 within high season, 8 in low season.

Minimum course length is two weeks. A programme combining any destinations is considered as one course. However, start dates and minimum course length (if applicable) must be observed.

ONE-TO-ONE COURSES

| Course type | Lessons per week | Course length | Fee per week | | High season supplement per week |
|-------------|------------------|---------------|------------------------|----------------------------|---------------------------------|
| | | | from 04.01 to 22.05.16 | and from 26.09 to 23.12.16 | |
| Leisure | 15 | 1-3 weeks | 600 € | | + 120 € |
| | | 4+ weeks | 535 € | | |
| Standard | 20 | 1-3 weeks | 780 € | | |
| | | 4+ weeks | 685 € | | |
| Intensive | 30 | 1-3 weeks | 1160 € | | |
| | | 4+ weeks | 1020 € | | |
| Crash | 40 | 1-3 weeks | 1455 € | | |
| | | 4+ weeks | 1275 € | | |

Additional lesson (can be booked as a supplement to either Group or One-to-One Courses)

50 €

Fees include: Tuition, assessment test, needs analysis, teaching materials, course certificate, guided group city-tour upon arrival.

MINI-GROUP MODULES (MINI-GROUP: MAX 5 STUDENTS)*

* These course types are available only in St.Petersburg and Moscow centres, not available in Riga.

| Language Plus | Minimum level | Lessons per module | Fee per module |
|-----------------------|------------------|--------------------|----------------|
| Business Russian | A2 | 5 mini-group | 180 € |
| Russian Music | A2 | | |
| Russian Literature | B2 | | |
| Exam Preparation | Levels available | | |
| Telc Exam Preparation | A1, A2, B1, B2 | | |

ONE-TO-ONE MODULES

| Lesson type | Lessons per module | Number of modules | Fee per module |
|--------------------------------------|----------------------|-------------------|----------------|
| General Russian | 5 individual lessons | 1 module | 240 € |
| | | 2+ modules | 210 € |
| Exam Preparation module (TRKI; Telc) | 5 individual lessons | 1 module | 240 € |
| | | 2+ modules | 210 € |

Fees include: Tuition, teaching materials.

Please note: Modules can be booked in advance or at school. They can start any Monday and can be taken only in addition to a Group or One-to-One Course. The exact number of modules required for TRKI exam preparation is jointly determined by the teacher and the student.

| ACCOMMODATION | | | | | | |
|--|---|---------------------------|----------------------------|---------------------------|----------------------|---------------------------|
| Accommodation type | Fee per week / Fee per additional day | | | | | |
| | St. Petersburg | | Moscow | | Riga*** | |
| Host family, single room, breakfast only * | 210 € / +44 € | | 210 € / +44 € | | 180 € / +38 € | |
| Half board supplement | 70 € / +10 € | | 70 € / +10 € | | 60 € / +8.5 € | |
| Friend or partner sharing room with the student, breakfast only * | 210 € / +44 € | | 210 € / +44 € | | 180 € / +38 € | |
| Shared flat, single room, no board ** | 210 € / +210 € | | 220 € / +220 € | | 220 € / +220 € | |
| Shared flat deposit | 200 € | | | | | |
| Private apartment (on request) | handling fee for renting a private apartment is 200 € | | | | | |
| Hotel | feel free to request hotel price list | | | | | |
| <p>*5 or more additional days = 1 week **1 or more additional days = 1 week ***Riga offers following accommodation options (on request):</p> <ul style="list-style-type: none"> • Executive families BB: weekly rate is 250 € (additional day charge - 50 €). HB supplement fee applies as indicated above. • Host-family with private bathroom: supplement to weekly rate is 20 €. • Shared flat (single room) in the school building: 290 € per week. <p>For home-stay and shared flat bookings arrival transfer is provided free of charge (from any airport or railway station). Departure transfers can be booked separately. Additional charges: accommodation in host families and shared flats is calculated from Sunday to Sunday. Arrival day MUST be Sunday. For students arriving earlier than Sunday, additional fees will apply (above); a full week rate is applicable for early arrivals or late departures in/from shared flats.</p> | | | | | | |
| Arrival / Departure transfer | St. Petersburg | | Moscow | | Riga | |
| | Airports | Railway stations, Sea/Bus | Airports | Railway stations, Sea/Bus | Airports | Railway stations, Sea/Bus |
| | 50 € | 35 € | 65 € | 35 € | 40 € | 40 € |
| ENROLMENT AND OTHER FEES | | | | | | |
| Enrolment fee for Riga | | | 90 € | | | |
| Enrolment fee for programmes in Russia | | | 120 € | | | |
| Visa support fee: applicable if Latvian visa or residence permit is required | | | 40 € | | | |
| Visa registration fee: will be charged in addition to the enrolment fee for course participants arriving to Russia with a visa, not sponsored by Liden & Denz (those will be registered with the authorities at no extra cost). | | | 40 € | | | |
| Mailing fee (for sending out originals of the invitation letters) | | | Courier fees Europe | | Rest of World | |
| | | | 45 € | | 60 € | |
| TELC EXAM FEES (In-House Examinations) | | | | | | |
| A1 and A2 Levels | | | 70 € | | | |
| B1 and B2 Levels | | | 110 € | | | |
| <p>Students are able to book their telc exam in advance or while at school until 4 weeks prior to the exam date. Extra mailing costs will apply if participants require delivery of the certificate outside Russia (EUR 10 for a regular airmail). Cancellation fees apply (see terms of participation).</p> | | | | | | |
| WORK EXPERIENCE PROGRAMMES | | | | | | |
| A placement fee is charged for work placement and should be paid together with course fees. | | | 250 € | | | |

LIDEN & DENZ ENROLMENT FORM

PERSONAL DETAILS

Surname _____ First Name _____ Sex _____
 Address _____ Zip/City _____ Country _____
 Tel.(day) _____ Tel.(evening) _____ Email (Fax if no email) _____
 Who to contact in case of emergency during your stay in Russia _____

COURSE DETAILS (check price list for exact dates)

| Course type | Place of study | Number of lessons/week | From (DD/MM/YY) | Length (weeks) |
|---|---|------------------------|-----------------|----------------|
| o Group Standard | <input type="checkbox"/> St. Petersburg | 20 | ____/____/____ | _____ |
| | <input type="checkbox"/> Moscow | | ____/____/____ | _____ |
| | <input type="checkbox"/> Riga | | ____/____/____ | _____ |
| o Group Intensive | <input type="checkbox"/> St. Petersburg | 25 | ____/____/____ | _____ |
| | <input type="checkbox"/> Moscow | | ____/____/____ | _____ |
| | <input type="checkbox"/> Riga | | ____/____/____ | _____ |
| <input type="checkbox"/> One-to-One | <input type="checkbox"/> St. Petersburg | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Moscow | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Riga | _____ | ____/____/____ | _____ |
| <input type="checkbox"/> Additional modules (1 module = 5 lessons) | <input type="checkbox"/> Business Russian | _____ modules | ____/____/____ | _____ |
| | <input type="checkbox"/> Russian Literature | | | |
| | <input type="checkbox"/> Russian Music | | | |
| | <input type="checkbox"/> Exam Preparation | | | |
| | <input type="checkbox"/> One-to-One | | | |

Mother tongue _____ Other languages _____

How do you assess your level of Russian (please refer to our level descriptions in our main brochure)?

A0-No knowledge A1-Beginner A2-Elementary B1-Intermediate B2-Upper-intermediate C1-Advanced

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

How did you hear about Liden & Denz? _____

ACCOMMODATION DETAILS

| Accommodation type | Place of study | Requirements/Comments | From (DD/MM/YY) | Length (weeks) |
|--|---|-----------------------|-----------------|----------------|
| <input type="checkbox"/> Host Family | <input type="checkbox"/> St. Petersburg | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Moscow | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Riga | _____ | ____/____/____ | _____ |
| <input type="checkbox"/> Shared flat | <input type="checkbox"/> St. Petersburg | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Moscow | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Riga | _____ | ____/____/____ | _____ |
| <input type="checkbox"/> Hotel | <input type="checkbox"/> St. Petersburg | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Moscow | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Riga | _____ | ____/____/____ | _____ |
| <input type="checkbox"/> Private apartment | <input type="checkbox"/> St. Petersburg | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Moscow | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Riga | _____ | ____/____/____ | _____ |
| <input type="checkbox"/> Accommodation organised independently | <input type="checkbox"/> St. Petersburg | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Moscow | _____ | ____/____/____ | _____ |
| | <input type="checkbox"/> Riga | _____ | ____/____/____ | _____ |
| <input type="checkbox"/> Transfer services required | <input type="checkbox"/> St. Petersburg | Details: _____ | _____ | _____ |
| | <input type="checkbox"/> Moscow | _____ | _____ | _____ |
| | <input type="checkbox"/> Riga | _____ | _____ | _____ |

VISA RELATED DETAILS (please check if you require a visa for traveling to our language centres)

Please send me a visa support letter covering the period from ____/____/____ to ____/____/____ (DD/MM/YY)

Passport No. _____ Passport issue and expiry dates _____

Nationality _____ Place of birth _____ Date of birth ____/____/____

Profession, employer and work/study address _____

IMPORTANT INFORMATION AND TERMS OF PARTICIPATION

| | |
|---|---|
| How to enrol | Please fill out the enrolment form and send it either to our central booking office in St. Petersburg or your local agent. We will confirm the course 24 hours after having received the enrolment. For all One-to-one Courses we require course participants to complete our Needs Analysis Form , which can be obtained from Liden & Denz or our booking agent. |
| Booking deadlines | For students not requiring a visa to Russia or Latvia, the booking deadline is 1 week prior to arrival. For students requiring a visa to Russia: for all short-term courses (up to 4 weeks) the booking deadline is 3 weeks prior to arrival. For all long-term courses in Russia (5 weeks and more) bookings should reach us at least 8 weeks prior to arrival. For students requiring a visa to Latvia: the booking deadline is 3 weeks prior to arrival for courses in our Riga centre. |
| Terms of payment | Payment of the total amount (including enrolment fee) is to be settled no later than 30 days prior to the course starting date (immediately if enrolling later) by bank transfer. |
| Russian entry visa and its prolongation | All foreign travellers to Russia require an entry visa . Visa fees depend not only on the applicant's citizenship, but also on the local consulate's pricing policy. We provide all clients with a letter of invitation, which is necessary to obtain an entry visa. Our students are asked to state in the enrolment form a period for which they would like their visa to be valid. Please take into consideration that a normal Russian visa is only valid for one entry (except for long-term student visas which are multi-entry). |
| Latvian visa and residence permit | Latvia is a Schengen country: most students will travel visa-free. Students requiring a Latvian visa (valid for stays up to 90 days within half a year) or a residence permit (for longer stays), will receive the respective support from Liden & Denz. Students are advised to check visa policies and costs in the nearest Latvian consulate. |
| Arrival | Arrival day is Sunday! Course participants who have booked host family or shared flat accommodation through Liden & Denz are met at the airport or railway station and driven straight to their accommodation at no charge. |
| Lesson length | One lesson lasts 50 minutes . |
| Cancellation fees | Up to 30 days prior to the beginning of the course – 10%, up to 10 days – 25%, but if cancellation occurs when visa support has already taken place - not less than the invoiced amount for enrolment and visa related services. For cancellations that occur later, the cancellation fee amounts to 50 % of the total fee. Telc exam cancellation: up to 30 days prior to the exam - none; less than 30 days before the exam - 100% of the exam fee. Cancellations should be communicated in writing (e-mail or fax) directly to our central booking office in St. Petersburg or to a local agent. |
| Programme interruption | Must be communicated in written form at least 15 days in advance . Under no circumstances has the participant the right to reclaim the total fee. A partial reimbursement is at the discretion of Liden & Denz. |
| Late arrival or absences during the programme | for which Liden & Denz cannot be held responsible, will not be reimbursed. Absences cannot be compensated through additional lessons. |
| 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 a responsible adult group leader. |
| Insurance cover | Participants are asked to check their personal insurance protection as they are not automatically insured by Liden & Denz against illness, accident, theft, personal liability etc. If a booking agent cannot provide adequate insurance cover, we can advise our clients an international insurer (on request). |
| Group Courses | If Liden & Denz has to cancel a group course for lack of participants at a particular level a student will receive one-to-one tuition with 75% of booked group lessons during the same period of time. Under no circumstances will the participant receive a refund of the fee. |
| Accommodation | We do all we can to ensure that students' requirements are met. However, if the language centres cannot provide the preferred type of accommodation, that does not constitute a case for reimbursement. Host families: Liden & Denz confirms home stay and shared flat accommodation three weeks prior to the course start date (immediately - if enrolling later). If required, host-family change can be organised after arrival, but only on weekends. If a change is required immediately, extra fees will apply (equivalent to one week accommodation costs). Shared flats: Please note that an arrival transfer is compulsory (required for key handover and instructions). Damage deposit: A deposit of 200€ is secured on arrival at the school, by freezing that amount in your account. On your departure, followed by an inspection of your apartment, we will unblock the deposit money the next working day. Costs incurred by damage, breakage or loss will be deducted from your deposit. Private apartments: Apartments are selected prior to arrival according to the information sent by e-mail. If necessary, an apartment can be changed after arrival but not earlier than one full week after arrival date. The apartment change handling fee is 200€. In case of cancellation less than two weeks prior to the arrival date we will charge a cancellation fee of up to 500€. |
| Change of programme | Liden & Denz reserves the right to change the programme in an appropriate way in case of riots, strikes, war or other events of force majeure . The language centres cannot be held responsible for changes occurring as a result of these events. |
| Public Holidays 2016 | Russian public holidays: JAN 1, 2, 7; FEB 23; MAR 8; MAY 1,9; JUN 12; NOV 4. Latvian public holidays: JAN 1; MAR 25, 28; MAY 1, 4; JUN 23, 24; NOV 18; DEC 26. No lessons are held on these days. Compensation is only provided for One-to-one Courses. |
| Please note that this enrolment is binding (subject to the terms of cancellation). With your signature you agree to the general terms of participation. All data will be treated confidentially. However, some will be forwarded to the Immigration authorities. | |
| Date _____ | Signature (for minors, legal guardian) _____ |