

SPANISH COURSES 2013 – DATES AND PRICES

STARTING DATES FOR INTENSIVE, SPECIAL INTENSIVE, COMBINED COURSES AND COURSES + INTERNSHIP
 Courses start every Monday for beginners, elementary to advanced levels.

TRAINING COURSES FOR TEACHERS OF SPANISH (starting days)

* **CURSO INTENSIVO DE FORMACIÓN + TUTORÍAS PARA PROFESORES/AS DE ESPAÑOL**
 21.01.2013; 04.02.2013; 04.03.2013; 16.04. 2013; 20.05.2013; 08.07.2013; 16.09.2013
 ** **ESPAÑOL Y CULTURA PARA PROFESORES**
 25.03.2013; 05.08.2013; 02.09.2013; 30.09.2013

PREPARATION COURSES FOR THE OFFICIAL SPANISH PROFICIENCY DIPLOMAS (D.E.L.E.) **Combined course

D.E.L.E EXAM dates: May 2013 –August 2013 - November 2013

SUMMER JUNIOR PROGRAMME IN MADRID (starting dates for individuals): 18 June, 2 July 2013
SUMMER JUNIOR IN EL ESCORIAL, June, July and August 2013
SUMMER JUNIOR SPANISH AND FOOTBALL : From Sunday 1st to Saturday 14th July and From Sunday 15th to Saturday 28th July 2013

NATIONAL AND LOCAL HOLIDAYS: 18 and 19 March, 2 and 3 May and 15th May, 16th August, 1st November, 6 December

CHRISTMAS HOLIDAYS: 23^d December 2013 – 06 January 2014

Please note:

There are no classes on national and local holidays. These classes are not recoverable, except in the case of Individual Courses.

The school closes for 1 week at Christmas.

- Classes are held from Monday to Friday. The school is closed on Saturdays and Sundays.
- 1 lesson = 45 minutes.
- Groups with a maximum of 10 students and a minimum 4 students.
- The minimum age for students is 17 years, except in Junior programs. Students under 18 years of age need written permission from their parents.
- Course and accommodation fees in Euros (€).
- If a holiday falls on Monday, the courses will start on Tuesday

PRICES FOR 2013

Registration fee: 45 € (non-refundable)

1. GENERAL COURSES

INTENSIVE COURSE

20 lessons/week/group – 4 lessons per day of language tuition

Timetable 09.00-10.30 and 10.45-12.15 • all levels • from 1 week

1 week	20 lessons	215 €
2 weeks	40 lessons	395 €
3 weeks	60 lessons	575 €
4 weeks	80 lessons	750 €

Additional week **185€**

SPECIAL INTENSIVE COURSE

20 lessons/week/group + 10 lessons/week in small group

6 language tuition lessons per day: the Standard Course, consisting of 4 classes, is supplemented by 2 extra classes per day in small groups (in the event of there only being 1 student per level, these extra classes will be substituted by 2 private lessons, 3 days a week). Accredited in Germany (**Hamburg, Berlin, Nordrhein-Westfalen, Mecklenburg-Vorpommern, Rheinland-Pfalz, Sachsen-Anhalt, Schleswig-Holstein**) as "Bildungsurlaub".

Timetable: Standard Course morning schedule • 1 additional class 12.30-14.00 • all levels • from 1 weeks

1 week	30 lessons	375 €
2 weeks	60 lessons	710 €
3 weeks	90 lessons	1065 €
4 weeks	120 lessons	1405 €

Additional week **355 €**

COMBINED COURSE (group + one-to-one)

20 lessons/week/group + 10 lessons one-to-one/week

6 language tuition lessons per day: the Standard Course, consisting of 4 classes, is supplemented by 2 extra one-to-one classes per day. Timetable: Standard Course morning schedule + 2 additional one-to-one classes from 12.30-14.00 • all levels • from 1 to 8 weeks (or more) • **Hamburg, Berlin, Nordrhein-Westfalen, Mecklenburg-Vorpommern, Rheinland-Pfalz, Sachsen-Anhalt, Schleswig-Holstein**) as "Bildungsurlaub".

1 week	20+10 lessons	510 €
2 weeks	40+20 lessons	975 €
3 weeks	60+30 lessons	1470 €
4 weeks	80+40 lessons	1945 €

Additional week **465€**

4. SPANISH FOR PROFESSIONALS

IMMERSION SEMINAR IN MADRID

20/30/40 lessons/week

The student chooses the starting date • timetable to be confirmed with the office • all levels.
 Content: General Spanish and culture; Spanish for specific purposes • **Optional: lunch with your teacher and/or cultural programme with Spanish teachers** • Minimum 1 week/20 lessons
Lessons last 45 minutes.

Price on request

***We can also organise immersion seminars outside Madrid in Valsaín-La Granja (Segovia) at the weekend.**

ONE-TO-ONE (1)

20/30/40 lessons/week

Timetable to be confirmed with the office • all levels. • From 2 lessons • Content: General Spanish and culture; Spanish for specific purposes • **Lessons last 45 minutes.**

Fees per week*

20 private lessons	760 €
30 private lessons	1140 €
40 private lessons	1520 €

1 private lesson: 38 €

ONE-TO-ONE (2) /Duetto

2 students with same level in class

20/30/40 lessons/week • Timetable to be confirmed with the office • all levels. • From 2 lessons • Content: General Spanish and culture; Spanish for specific purposes • Lessons last 45 minutes.

*Fees per person

20 private lessons	490 €
30 private lessons	670 €
40 private lessons	860 €

1 private lesson: 24 €

5. COURSES FOR EXAMS PREPARATION



PREPARATION COURSE FOR THE OFFICIAL SPANISH PROFICIENCY DIPLOMA (D.E.L.E.)

20 lessons/week/group + 10 lessons /week in small group

Standard Course morning schedule + 2 additional extra classes per day in small groups (in the event of there only being 1 student per level, these extra classes will be substituted by 2 private lessons, 3 days a week). • All courses prepare students for the "Certificado Inicial", "Diploma Intermedio" and "Diploma Superior" exams • Educational material included in the course fee • max.12 students per class / Minimum 4 • **All year round long**

DELE 4 weeks 1405 €

DELE 10 weeks 3500 €



BUSINESS SPANISH

6 language tuition lessons per day: the Standard Course, consisting of 4 classes, is supplemented by 2 extra one-to-one classes per day. Timetable: Standard Course morning schedule + 2 additional one-to-one classes from 12.30-14.00 • **includes visits to different companies and institutions in the city of Madrid in different sectors** • All courses prepare students for the "Certificado Inicial", "Diploma Intermedio" and "Diploma Superior" exams • Educational material included in the course fee • **All year round long**

2 weeks 40+20 lessons 1.050 €

**** Also for groups, personalised quotes on request**

6. SPECIAL PROGRAMMES

ONE LANGUAGE, TWO CITIES (for individuals)

Travel round Spain learning Spanish!

Our programme "Spanish in Spain", offers the possibility of combining a Spanish course in our school in Madrid and another school in *San Sebastián, Valencia city, Denia (Valencia), Granada, Barcelona, Sevilla and Cádiz*.

You can start the programme in the city of your choice; we recommend you check the most economical flight from your city. All year round

Personalised quotes on request

ONLINE SPANISH COURSE: AVE COURSE

The Spanish Virtual Classroom is an Internet-based educational infrastructure set up to provide Spanish courses • these can be completed by distance learning • all levels • **from 3 months**.

3 months without a tutor	60€
3 months with a tutor in group (min. 5 people)	250€/group
3 months with a private tutor	450€

LONG-TERM COURSE

This course has the same features as the short-term intensive courses, but in a six-month or longer programme, **with a special discount!** • 20 lessons/week/group – 4 lessons of language tuition per day • Timetable 09.00-10.30 and 10.45-12.15 • all levels • from 24 weeks (or more)

24 weeks	480 lessons	3440 €
32 weeks	640 lessons	4200 €
44 weeks	880 lessons	5500 €

Additional week 125€

*This special price is only available if the total programme price is paid in advance.

COURSE + INTERNSHIP IN MADRID

20 lessons/week/group + internship

A 4-week Standard Course for students with an advanced level of Spanish (*Diploma Intermedio*) followed by an internship in a company • minimum age 18, max. 30 • Spanish level B1 • from 12 weeks to 1 year • All year round

2-weeks Spanish course+ Internship	40 lessons	700€
4-weeks Spanish course + Internship	80 lessons	1150 €

8. SPANISH WITH PASSION

SPANISH AND GOURMET PASSION

In Spain, gastronomy is a passion • 20 lessons/week/group – 4 lessons per day of language tuition • Timetable 09.00-10.30 and 10.45-12.15 • all levels • **1 wine-tasting session + 1 gastronomic food-tasting**

1-week intensive Spanish course + 2 gourmet activities	485€
2-weeks intensive Spanish course + 2 gourmet activities	650€

* This programme must be booked at least one month in advance

SPANISH AND A PASSION FOR ART

Madrid is one of the great art centres of the world. We offer you a programme to enjoy the specific and not too well-known aspects of our great museums • 20 lessons/week/group – 4 lessons per day of language tuition • Timetable 09.00-10.30 and 10.45-12.15 • **1 visit to the Prado Museum + 1 visit to the Thyssen-Bornemisza Museum + 1 visit to the Reina Sofía Museum**

1-week intensive Spanish course + 3 visits to museums	345€
2-weeks intensive Spanish course + 3 visits to museums	485€

* This programme must be booked at least one month in advance

** Other types of Spanish courses or different visits are available on request, please ask for an estimate

*** If you wish to visit more museums in Madrid, please ask for an estimate.

9. TEACHER TRAINING PROGRAMMS

ESPAÑOL Y CULTURA PARA PROFESORES

DESTINATARIOS: Profesores/as de Español de Escuela Secundaria y estudiantes interesados/as en la enseñanza de E/LE. Personas no nativas con nivel C1/C2.

OBJETIVOS: Que los /las participantes vivan un proceso de actualización en el manejo del español, al mismo tiempo que reflexionan sobre diferentes aspectos del idioma y adquieren herramientas didácticas para su trabajo en el aula. Que se pongan al día en aspectos relativos a la actualidad y cultura españolas. Que reactiven y perfeccionen su dominio del español a través del intercambio y discusión de ideas sobre temas de interés.

PRECIO

1 semana 700 €

2 semanas 1.350 €

FECHAS DE INICIO

25.03.2013; 05.08.2013; 02.09.2013; 30.09.2013

CURSO INTENSIVO DE FORMACIÓN + TUTORÍAS PARA PROFESORES/AS DE ESPAÑOL

DESTINATARIOS: personas interesadas en la enseñanza del Español como Lengua Extranjera. Orientado a hablantes nativos/as o bilingües (C2).

OBJETIVOS: que los/las participantes reflexionen sobre su actividad como docentes y sobre los diferentes aspectos que implican la adquisición y aprendizaje de una lengua extranjera; ampliar la competencia de los participantes en los ámbitos específicos y de metodología; que adquieran herramientas para favorecer el desarrollo de clases eficaces y placenteras; que se desencadene un proceso de reflexión sobre los conceptos de aprendizaje y enseñanza.

CONTENIDOS: El curso consta de dos módulos independientes (curso de formación y tutorías), de manera que es posible hacer cada uno de ellos por separado, o los dos:

PRECIO

1 semana de talleres didácticos,

700 €

2 semanas de observación tutorizada de clases,

650€

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20.05.2013; 08.07.2013; 16.09.2013

ACCOMMODATION 2013 – Prices per week/Euros

Accommodation fee: 40€

HOSTELS ** Single room with private bathroom, phone, TV. * Supplement in Double room: 150 €/week	430€
HOTEL *** Single room with private bathroom, phone, TV, breakfast; very close to the school	80-100 Euro per night (on request)
FAMILIES Single room + breakfast Single room + half board Single room + full board Double room + breakfast Double room + half board Double room + full board	165 € (extra night 26.50) 218 € (extra night 35.30) 245 € (extra night 39.00) 146 € (extra night 23.00) 192 € (extra night 29.50) 222 € (extra night 33.50)
FAMILIES PLUS (with private bathroom) Single room + breakfast Single room + half board Single room + full board	245 € (extra night 38.50) 285 € (extra night 44.00) 314 € (extra night 48.50)
SHARED APARTMENTS Shared with Spanish people, single room with use of bathroom and kitchen, expenses included	490 € (For 4 weeks) 160 € per week (2 – 3 weeks) 220 € (1 week)
PRIVATE APARTMENTS in Madrid	On request

TANDEM MADRID STUDENT RESIDENCE	Price/day/room		
	1 to 13 nights	14 to 41	+41 nights
Single room + private bathroom	46 €	44€	38€
Single room + shared bathroom	40 €	38€	33€
Double room + private bathroom	58 €	56 €	49 €
Double room + shared bathroom	45€	41€	36€
Triple room + private bathroom	76€	72€	67€
Triple room + shared bathroom	52€	49 €	49€
*Now you have the possibility of buffet breakfast at the residence for only €4.10 a day			

Residence Price includes: Bed linen, blankets, cleaning service, use of kitchen, air conditioning, TV with satellite channels; telephone, free Wi-Fi Internet access, own car park; free Internet access in the Reception area.

Please note:

- Week price = Sunday to Saturday
- Reservations for double rooms only accepted for people coming together.

- Students must check into accommodation after 12 noon on Sundays and check out before 12 noon on Saturdays.
- Changes of accommodation will be made on Sundays after 12 noon.
- Guaranteed Wi-Fi Internet access at home: 8 €/week
- Special diet requirements in families extra 26,00 Euro per week

OTHER SERVICES

SPANISH LEVEL TEST

At the end of your course you can take a final level test

40 €

AIRPORT TRANSFER THROUGH OUR PROFESSIONAL TRANSFER SERVICE

Ask for more information and prices

GENERAL CONDITIONS

1. Included in the course fee: Level-testing, course tuition, student manual, folder with information on Madrid, some of the activities in the cultural programme, certificate of attendance, language exchange where applicable, free use of the library and multimedia room.

2. Not included in the course fee: Airport transfer, travel health insurance, some of the activities in the cultural programme, final examination, DELE examination fees.

3. To reserve: Please send your completed registration form by post, fax or e-mail. You can also register online using the form on our WEB PAGE: www.tandem-madrid.com.

On signing the registration form or paying the reservation fee, students accept all the terms and conditions set out in this document.

4. Payment: Once we receive your registration form, we will send a confirmation of your reservation by e-mail, along with a breakdown of the course and accommodation prices (if you requested this with our associated agency).

To reserve a language course, we require an advance deposit of 150 euros, plus accommodation fee (40€), if the contracted programme so specifies. These deposits will be deducted from the final invoice. For special courses, the amount of the deposit may vary.

Deposits may be paid in cash, by credit card (Visa or MasterCard) or bank transfer (all bank commissions are payable by the student).

All other payments up to the full amount must be made by bank transfer at least 15 days prior to the start of the course or in cash, in euros (€), on the student's first day at the school.

The student will be formally enrolled in the school once we receive payment of the deposit or contracted programme. **The school will not accept any payments without first receiving a registration form.**

If the student needs a confirmation from the school or specific documentation to apply for a grant / financial aid from third parties (visa, government, universities, etc.) he or she must pay the total programme fee before the documentation will be sent. Only payments by bank transfer will be accepted.

Students registering within two week of the course start date must pay the full course and accommodation fees, by bank transfer or credit card, before the reservation will be confirmed.

TANDEM reserves the right to cancel registration if payment is not made within the stipulated deadline.

Payment must be made to the following account:

BANCO DE SABADELL – C/General Moscardó nº 4-6. 28020 Madrid, Spain
Bank 0081, Agency 0189, DC 86, Account 0001234731
Swift / BIC BSABESBB
IBAN ES 5600810189860001234731

Please include your name and the type of course you are attending on the transaction receipt. **All bank commissions are payable by the student.**

Groups Programmes: To book, the institution will have to pay 20% of the total amount at least 8 weeks before arrival.

5. COURSES:

Any changes in level and/or timetable will have to be approved by the director of studies and are subject to availability.

TANDEM MADRID reserves the right to change the class times to suit its organisational needs.

6. Cancellation, Postponement or Curtailment of a Course: The minimum number of students per class is 3 and the maximum is 10 in morning groups.

If a minimum number of students do not register for a group, TANDEM Madrid reserves the right to cancel the course up to 6 days prior to the course start date. In such cases also TANDEM offers the possibility to the student to be place in a smaller group (2 students) and free registration on the Internet Online Spanish Course (AVE) or individual classes (INTENSIVE COURSE= 2 individual classes/day 1h 30 minutes). Classes are given from Monday to Friday.

If cancellations are made 2 weeks or more prior to the course start date, TANDEM MADRID will refund the full cost of the programme (if full payment was made in advance), less the course deposit of 150€.

No refunds will be given for courses that are cancelled within 15 days of the course start date.

For cancellation of courses that require the school's confirmation to apply for a grant / financial aid from third parties (visa, government, universities, etc.), the official letter of rejection from the organisation awarding the grant will be required in order to obtain a refund of the advance payment (minus the deposit of 150€).

No cancellations will be accepted unless made in writing. For security reasons, **cancellations cannot be made over the telephone.**

Registrations are accepted on the assumption that the student will stay for the duration of the course specified in the registration form. No refunds will be given for courses or parts of

courses that were not taken by the student due to illness, early departure, delays in arrival, etc.

7. Cancellation, Postponement or Curtailment of Accommodation: The student must notify the school of his or her expected arrival time in Madrid at least one week before the course start date. The hosts need to know the approximate arrival time to ensure they are at home when the student arrives.

If the student requests a change of accommodation, a fee of 30€ will apply. Any changes will be accommodated subject to availability. If the change entails additional costs, the student will be informed thereof and will have to pay these prior to changing accommodation.

Students will not be reimbursed for the postponement or cancellation of accommodation once the course has begun and the student has stayed there.

If accommodation is cancelled within 15 days of the course, one week's accommodation will be charged.

Double rooms will only be reserved for people travelling together.

8. Insurance: All students on courses are covered by an insurance policy. TANDEM accepts no responsibility for accidents that may occur outside the school, nor for the loss or theft of personal belongings on our premises. We therefore recommend you take out insurance in the country of origin.

9. Holidays: Classes that fall on a national or local holiday (Madrid) will not be recovered at a later date or reimbursed. Individual classes will be recovered on other dates.

10. Visas: for students from non-EU Member States: Community citizens (European Union) do not require a visa to attend the courses.

Non-Community citizens (from countries that are not in the EU) should obtain information on the requirements for studying in Spain from a Spanish Embassy or Consulate.

Students who require a letter of confirmation from the school to obtain a visa must pay for the entire course and, when applicable, the accommodation, before being sent the requested documentation. This payment must be made by bank transfer.

Once TANDEM MADRID has received full payment for the programme, it will send the letter of confirmation to the address indicated by the student. If the student would prefer to have the documentation sent by courier (for e.g., UPS), he or she must pay the courier costs in advance. This applies both to students in individual and group courses.

The student is responsible for the visa application process at all times.

To receive a refund of the advance payment, cancellations must be communicated to TANDEM MADRID in writing (along with the refusal document) at least 15 days before the course start date. TANDEM MADRID will refund the advance payment, less the deposit of 150 euros and any possible administrative expenses (bank commissions, faxes, telephone calls, etc.). If the cancellation is notified less than 15 days before the course start date, no refund will be given.

Discounts and promotions do not apply to courses that require the above-mentioned letter of confirmation.

11. Image rights

The student allows TANDEM MADRID to take photos/videos/images during classes and/or activities for the school's use. If the student does not wish us to do so, he or she should advise us when registering.

12. Data protection

In compliance with the current regulation on the protection of personal data, the student is informed that the personal data he or she provides shall be processed and stored in a data file under the responsibility of TANDEM MADRID S.L. The student is entitled to exercise his or her rights of access, correction, cancellation and opposition in the terms set out in the protection of personal data regulation (Organic Law 15/1999, of 13 December).

On signing the registration form or paying the course fees, students accept all the conditions described above.