

Enrollment form

Erasmus+ Bi-Component Programme in Lindau

The Dialogue Bi-Component programme offers a 1-week preparatory course, followed by a 1-week school attachment

Please fill out the documents and return to the sender's email address as an attachment – Page 3 must be sent as a PDF with colour photograph and your original signature. Teachers are allocated to make the best "match" with their needs. The course will be taken place in Lindau.

Name: _____ First name: _____

Passport/ID number: _____

Date of birth: _____ Sex: male female

Mother tongue: _____

Other languages: _____

Current language level *-written:* A1 A2 B1 B2 C1 C2
-oral: A1 A2 B1 B2 C1 C2

Language level at course commencement *-written:* A1 A2 B1 B2 C1 C2
-oral: A1 A2 B1 B2 C1 C2

A1 – elementary A2 – pre-intermediate B1 – intermediate B2 – upper intermediate C1 – pre-advanced C2 – advanced

I teach the following subject(s): _____. In my class students are _____ years to _____ years old.

My school is a _____ (type of school). Students are aged _____ years to _____ years.

For the Dialogue Bi-Component programme I wish to observe in:

(Please put a ranking: 1 for your preferred option(s), 2 and 3 for acceptable, N for not accepted)

Please note that there must be a correlation between the age range you teach or the age range of your school and the age range of your German attachment school.

Primary School (6-10 years) _____

Secondary/Vocational School (11-18 years) _____

Montessori School (6-16 years) _____

Please carefully complete the attached Needs Analysis Form and send it with this application. Page 2 must be completed in detail and be as persuasive as possible. This form is needed to encourage the German attachment school to accept you.

January 2022 to December 2022

Please choose one school type and your preferred start date:
O = available start date, please mark if chosen

Start Date	Primary School (6 – 10 years)	Secondary/Vocational School (11 – 18 years)	Montessori School (6 – 16 years)
	2 weeks	2 weeks	2 weeks
January 10th	O	O	O
March 7th	O	O	O
October 10th	O	O	O
November 7th	O	O	O
November 21th	O	O	O
Course price	1.380 €	1.380 €	1.380 €

Course Prices include Preparatory Course, Books and Materials, Special Tutorials, School Attachment, one Full Day Excursion and services as detailed on the course description.

Would you be flexible regarding your start date?

Yes. Other possible start dates: _____

No.

Accommodation

Do you wish us to book host family accommodation for you?

Yes, please book according to the details below. No, I will make my own arrangements.

From Sunday _____ to Saturday _____ No. of weeks: _____

Host family accommodation is 275 € per week.

Included in the price:

Single room, half board (breakfast and warm dinner). There will be no other student of the same mother tongue in the home. The hosts treat the student as a full member of the household, eating together and sharing the common living areas. All bookings are from Sunday to Saturday. We may be able to arrange otherwise on request.

Do you accept animals? Yes No Will you accept children in the family? Yes No

Do you smoke? Yes No Are you vegetarian? Yes No

Special health, dietary or other requests: _____

Other special requests: _____

Transfer

Yes, I would like to book a transfer. No, I will make my own arrangements.

One-way trip Round trip

Pick-Up:

Zurich (prices on request) Friedrichshafen (70 € one-way)
 Memmingen (150 € one-way) Munich (prices on request)

How did you hear about the Dialoge – Bodensee Schule GmbH?

I have received information from the following counselling agency: _____

I have found information on the Richard Language College _____

I have found information on _____ (Internet, friends, colleagues, etc.).

Which grant did you/your school/institution apply for?

Erasmus+

Other program Which one? _____

Identity | Safeguarding | Enrollment

Personal details

Name: _____ First name: _____
Passport/ID number: _____
Address: _____
Date of birth: _____ Sex: male female
Phone: _____
Email: _____
Mother tongue: _____
Other languages: _____

Please attach one colour photo which can be compared with your passport / ID photo to confirm your identity.

Thank you!

Course participant's referees

A referee is a person who will reply on the participant's behalf, confirming identity and suitability for school attachment. The first referee must be a professional manager. The second referee should be of good standing e.g. minister of religion, doctor, bank official, civil servant etc. and should not be related to the participant.

First Referee of your school/institution (professional)

Name of Head/Principal or Training Manager: _____
School name: _____
School or Institution Address: _____
Phone: _____ Email: _____

Second Referee (professional or personal)

Name: _____ First name: _____
Position: _____
Address: _____
Phone: _____ Email: _____

We, the undersigned:

- Understand that this enrolment is subject to receipt of our Dialoge Letter of Confirmation
- Accept all the conditions of stay as described in the Application Form, on the Bi-Component course description, the Notes on Shadows for Teachers and on the Dialoge website
- Agree to abide by the general rules of the host school/institution.
- Confirm that permission to be absent for the course period above has been granted by the employer.
- Agree for Dialoge – Bodensee Sprachschule GmbH/host school to contact the referees above for the purposes of an identity check and to establish suitability for undertaking this training.
- Declare that the participant is in good health and knows of no medical reason which would prohibit the programme participation in school or would endanger the health of the children.
- Confirm that the German language level given on page 1 is a reasonable assessment of the participant's level. Dialoge – Bodensee Sprachschule GmbH reserves the right to alter the course in the case of discrepancies affecting course participation and outcomes.
- Note that in German schools some days special activities take place (non-teaching). School attachment days may include such days.
- Undertake to pay the course and, if applicable, accommodation fees in advance of course commencement. We will comply with Dialoge – Bodensee Sprachschule GmbH's conditions of payment, including cancellation and refunds.
- Understand that there is no refund for days lost by professional strike actions in the host school/institution.
- Understand that the host school/institution attachments are not normally arranged in weeks which include Bank Holidays. However, if exceptionally a Bank Holiday occurs during this period, no refund will be made.
- Undertake to take travel insurance for the participant, to include cancellation & medical repatriation.

Signature: _____ (Participant) Date: _____

Authorisation by Head Teacher or other person signing on behalf of your school

Full Name: _____ Position: _____