



**Camera di Commercio Italiana in Cina**  
中国意大利商会中国意大利商会  
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 you must fill in the Application Form in this Booking Guide, please send it to [infoshanghai@cameraitacina.com](mailto:infoshanghai@cameraitacina.com) by 24<sup>th</sup> November 2011

### HOW TO PAY

Along with your application, you must pay for the course. Before the course starting date you should pay the global tuition fee. Payments must be made at:

Shanghai Jiao Tong University  
Continuing Education School - Enrolment Office  
2nd Floor, Kai Xuan Road 2086  
Xuhui District - SHANGHAI 200030

Following methods of payment are possible:

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

Beneficiary: Shanghai Jiao Tong University  
Bank Account: 454659250319  
Bank of China Shanghai Gang Hui Plaza Sub-branch

帐户名: 上海交通大学  
帐户号: 454659250319  
开户行: 中国银行上海市港汇广场支行

Please indicate the reason of payment: *ITALIAN LANGUAGE COURSE*, student's name, the chosen course and the 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 your payment either directly or if you show evidence that bank transfer has been effected.

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.

上海市江宁路 167 号新城大厦 1604 室 200041

Add: Room 1604, Xincheng Mansion, No. 167 Jiangning Rd,  
Shanghai, China 200041  
Tel: +86-21-54075181  
Fax: +86-21-54075182

E-mail: [infoshanghai@cameraitacina.com](mailto:infoshanghai@cameraitacina.com) <http://www.cameraitacina.com>

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## 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.

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 requested two weeks before starting date of the course. On no account can the tuition fee paid for group course be transferred to individual classes.
- In order to open a course a minimum of 8 students is required for all group courses
- In the event of insufficient applications for a course, the school reserves the right to offer an alternative course of equal value.
- CICC, Linguaviva and SJTU are not liable for any loss of property or damages caused on the premises.

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ITALIAN LANGUAGE COURSES IN SHANGHAI

COURSES	DURATION	TOTAL HOURS	TUITION FEES	LEVELS	SCHEDULE
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
	50 weeks	200	RMB 7,800 / Non Member RMB 7,020 / Member		
BUSINESS ITALIAN COURSE 5 hours per week (2.5 hours twice-a-week)	20 weeks	100	RMB 4,200 / Non Member RMB 3,780 / Member	A2, B1, B2	7:00pm - 9:00pm
	40 weeks	200	RMB 8,200 / Non Member RMB 7,380 / Member		
	60 weeks	300	RMB 12,000 / Non Member RMB 10,800 / Member		
ITALIAN COURSE FOR FASHION AND DESIGN 5 hours per week (2.5 hours twice-a-week)	20 weeks	100	RMB 4,200 / Non Member RMB 3,780 / Member	A2, B1, B2	7:00pm - 9:00pm
	40 weeks	200	RMB 8,200 / Non Member RMB 7,380 / Member		
	60 weeks	300	RMB 12,000 / Non member RMB 10,800 / Member		
WEEKEND INTENSIVE COURSE 16 hours per weekend 8 hours per day	6 weekends	96	RMB 4,000 / Non Member RMB 3,600 / Member	A1, A2, B1, B2	Saturday and Sunday: 10:00am - 5:30pm
	12 weekends	192	RMB 7,800 / Non Member RMB 7,020 / Member		
	18 weekends	288	RMB 11,400 / Non Member RMB 10,260 / Member		
	24 weekends	384	RMB 14,800 / Non Member RMB 13,320 / Member		
	30 weekends	480	RMB 18,000 / Non Member RMB 16,200 / Member		
	36 weekends	576	RMB 21,000 / Non Member RMB 18,900 / Member		

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Why are you studying Italian? \_\_\_\_\_

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I have read and I accept the Terms and Conditions.

Date

Signature

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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

### 如何申请

学生可通过以下四种方式申请课程:

- 通过 Linguaviva 授权的中介机构获得课程信息并报名注册。
- 直接前往 Linguaviva 秘书处报名注册。
- 登录 Linguaviva Shanghai 的网站, www.linguaviva.cn 便可获得所有的课程信息, 并完成在线注册。
- 外企就职人员可直接从您的公司了解并选择最适合职业发展需要的课程。

### 申请地点

请填写报名须知所附的注册申请表, 并由本人发送或提交至上海交大继续教育学院加华校区。

地址: 上海徐汇区凯旋路 1726 号 F501 室 (塘子泾路)

电话: 021 64771266

传真: 021 64771255

E-mail: shanghai@linguaviva.cn

### 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

选择现金和银联卡支付的学生请到凯旋路 2086 号成教报名处二楼缴费, 并请注明意大利语言培训。

### 汇款信息

帐户名: 上海交通大学

帐户号: 454659250319

开户行: 中国银行上海市港汇广场支行  
(需 3-4 个工作日得知汇款到帐情况)

汇款时请注明: 学员姓名、继续教育学院意大利语培训项目。

请汇款后将银行底单传真至 Linguaviva 秘书处, 并注明学生姓名、汇款日期以及开课日期, 缴费后请保留好缴费凭证。

网上注册的学生, 可以通过银行转帐或银行汇款支付, 由此产生的银行手续费由汇款方支付。

学生直接付款或通过银行转帐付款成功后, 上海交通大学将开具付款发票。

开课第一天, 学生应持付款发票至 Linguaviva 秘书处登记后方可开始上课。

### 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

- 如需调课, 学生应在开课前两周申请。套餐课程不可与一对一课程互换。
- 套餐课程每班至少满 8 人方可开班。
- 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, 林国微瓦和上海交大继续教育学院将不负责。

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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
晚班 4 课时/周(2 课时 x2 次)	25 周	100	¥ 4,000 非会员 ¥ 3,600 会 员	A1, A2B1, B2	19:00-20:30	每 12 周 2011-10-31 2012-01-30, 2012-04-23 2012-07-16, 2012-10-08
	50 周	200	¥ 7,800 非会员 ¥ 7,020 会 员			
商务意大利语 5 课时/周(2.5 课时 x2 次)	20 周	100	¥ 4,200 非会员 ¥ 3,780 会 员	A2, B1 B2	19:00-21:00	每 12 周 2011-10-31 2012-01-30, 2012-04-23 2012-07-16, 2012-10-08
	40 周	200	¥ 8,200 非会员 ¥ 7,380 会 员			
	60 周	300	¥ 12,000 非会员 ¥ 10,800 会 员			
时尚类, 设计类, 音 乐专业辅导班 5 课时/周(2.5 课时 x2 次)	20 周	100	¥ 4,200 非会员 ¥ 3,780 会 员	A2, B1B2	19:00-21:00	每 12 周 2011-10-31 2012-01-30, 2012-04-23 2012-07-16, 2012-10-08
	40 周	200	¥ 8,200 非会员 ¥ 7,380 会 员			
	60 周	300	¥ 12,000 非会员 ¥ 10,800 会 员			
周末强化班 16 课时/周, 8 课时 /天	6 周	96	¥ 4,000 非会员 ¥ 3,600 会 员	A1, A2B1, B2	周六、周日 10:00-17:30	每 6 周 2011-10-29 2011-12-10, 2012-02-04 2012-03-17, 2012-04-28 2012-06-09, 2012-07-21 2012-09-01, 2012-10-13 2012-11-24, 2012-12-29
	12 周	192	¥ 7,800 非会员 ¥ 7,020 会 员			
	18 周	288	¥ 11,400 非会员 ¥ 10,260 会 员			
	24 周	384	¥ 14,800 非会员 ¥ 13,320 会 员			
	30 周	480	¥ 18,000 非会员 ¥ 16,200 会 员			
	36 周	576	¥ 21,000 非会员 ¥ 18,900 会 员			

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

上海市江宁路 167 号新城大厦 1604 室 200041  
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## 报名注册表

### 个人信息

姓 名: ..... 拼 音: ..... 男 女  
 出生年月: .....  
 家庭住址: .....  
 联系方式: ..... E-mail: .....

### 课 程

<input type="checkbox"/>	周末强化班	开 期 .....	课 日 .....	课程周期 .....	金额 .....
<input type="checkbox"/>	晚班	开 期 .....	课 日 .....	课程周期 .....	金额 .....
<input type="checkbox"/>	商务意大利语班	开 期 .....	课 日 .....	课程周期 .....	金额 .....
<input type="checkbox"/>	时尚设计方向学习班	开 期 .....	课 日 .....	课程周期 .....	金额 .....

### 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) .....

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**我已阅读并接受以上条款。**

日期

..... 签字确认 .....

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