

FORMAT Lingua Sagl

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INFORMATION FOR STUDENTS 2009

ITALIAN LANGUAGE COURSES FOR FOREIGNERS

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THE SCHOOL

- **FORMAT Lingua** is in a well appointed luxury building in the centre of Lugano.
- The school has a **library** and a **video library**, which students can borrow from.
- There is a well equipped **Study Centre** with ten computers and a complete range of multimedia language activities and exam practice.
- **E-mail** and **Internet** are also available for students.

COURSES AND TIMETABLE

ITALIAN LANGUAGE COURSES

Lessons are carefully organised and given by mother tongue teachers. Both personal and professional linguistic interests are carefully considered. All teaching staff are well qualified and they have a university degree together with a lot of experience in teaching foreigners.

Method: Teaching is based upon the communicative approach. Authentic materials are used and a theoretical framework to the language structures is also provided.

Classroom: 7 – 12 students

Levels: 6 different levels.

Global scale: shortest possible descriptions of what learners can normally do at each of the 6 levels. In order to be placed in the suitable level, students are set a **Entrance Test**.

Basic User

A1: Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type. Can introduce him / herself and others and can ask and answer questions about personal details such as where he / she lives, people he / she knows and things he / she has. Can interact in a simple way provided the other person talks slowly and clearly and is prepared to help.

A2: Can understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment). Can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. Can describe in simple terms aspects of his / her background, immediate environment and matters in areas of immediate need.

Independent User

B1/ CILS 1: Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise while travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

B2/ CILS 2: Can understand the main ideas of complex texts on both concrete and abstract topics, including technical discussions in his / her field of specialisation. Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. Can produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.

Proficient User

C1/CILS 3: Can understand a wide range of demanding, longer texts, and recognise implicit meaning. Can express him / herself fluently and spontaneously without much obvious searching for expressions. Can use language flexibly and effectively for social, academic and professional purposes. Can produce clear, well-structured, detailed text on complex subjects, showing controlled use of organisational patterns, connectors and cohesive devices.

C2/CILS 4: Can understand with ease virtually everything heard or read. Can summarise information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation. Can express him/herself spontaneously, very fluently and precisely, differentiating finer shades of meaning even in more complex situations.

EXAM PREPARATION:

Italian

The school prepares students for the internationally recognised suite of exams of **l'Università per stranieri di Siena (CILS)**. There are exams for all the above levels.

N.B.:

- A certificate of attendance will also be issued for all courses.
- Duration of lessons: 55 minutes.
- Minimum age for admission: 16 years.
- Didactic material price: included in the enrolment fee.

TYPE OF COURSES

1. Standard:

There are 20 lessons per week.

Monday to Friday

9.00 a.m. to 10.50 a.m. Lessons

10.50 a.m. to 11.10 a.m. Coffee Break

11.10 a.m. to 1.00 p.m. Lessons

2. Private or semi-private lessons:

One to one course, where teacher and student will negotiate the programme together.

For classes of less than 7 people, the lesson length depends on the number of students (see attached table).

STANDARD	
n° Students	Lessons per day
1	private
2 - 3	2
4 - 6	3
7 - 12	4

SOCIAL PROGRAMME

The school offers students a full social programme including one of the following activities at least once a week (for groups of min. 5 persons)

In school:

- films
- video evenings
- songs
- debates and discussions.

Out of school:

- visits to museums: villa Malpensata, museo cantonale
- day trips to: Monte Bré, Monte Generoso, Monte Lema
- cable railway up to San Salvatore with the possibility of walking to Carona (botanical garden and swimming pool)
- Melide: visit the Swiss Miniature Park
- the Chocolate museum in Caslano
- visits to Medieval castles in Bellinzona
- Lugano's public beach
- boat tour on lake Lugano
- estival Jazz in Lugano (July)
- blues to Bop in Lugano (August – September)

There are also a wide range of sports and outdoor activities that students can follow:

- climbing in the mountains
- bungee jumping, canoeing and other sports facilities nearby
- ice-skating rink in Lugano
- mini-golf in Caslano.

TOURISM

For further information regarding "What's On" in Lugano and the region of Ticino you can consult the following websites: <http://www.lugano-tourism.ch>
<http://www.ticino-tourism.ch>

or write to: **Lugano Turismo - Ufficio informazioni**

Palazzo Civico - Riva Albertolli

Casella postale 2533

6901 Lugano – Switzerland

Telefono +41 (0)91 913 32 32

Fax +41 (0)91 922 76 53

info@lugano-tourism.ch

Opening hours:	April to October	Mon-Fri	09.00 - 19.30
		Sat	09.00 - 17.30
		Sun	10.00 - 16.00
		Bank Holidays	09.00 - 18.00
	November to March	Mon-Fri	09.00 - 12.00 / 14.00- 17.00

COURSE STARTING DATES 2009

- ▲ March 2nd
- ▲ April 27th
- ▲ June 1st
- ▲ July 6th
- ▲ September 7th
- ▲ October 5th

N.B.: Students wishing to start and finish on other dates can do so on request.

Holidays 2008-2009: the school is closed for holidays from: 24th December 2008 to 7th January 2009; from 23rd to 28th February 2009; from 9th to 19th April 2009.

COURSE PRICES

There is a standard enrolment fee of CHF 150.- which must be paid to the school at the time of booking.

This fee includes didactic material for the whole course.

Standard Course (20 lessons per week) / Classroom: 7 - 12 people

- 2 week courses: CHF 600.-
- 3 week courses: CHF 800.-
- 4 week courses: CHF 1'000.-

Private or semi-private lessons:

- CHF 65.- per hour - 1 person
- CHF 70.- per hour – 2 people

ACCOMMODATION

Accommodation is available:

- In carefully selected families offering half-board in single rooms (unless otherwise requested)

Please send us as much information as you can, so we can place you with the best family possible. It is important for us to know if you are a smoker/non-smoker, if you suffer from any allergies, if you have any special diet requirements etc.

Host families provide breakfast and dinner for our students.

Our staff select and visit each family.

Most families are between 10 and 30 minutes travelling time from the school, and are chosen for accessibility as well as suitability

- In hotels

ACCOMMODATION PRICES

- In carefully **selected families** offering half-board in **single rooms** (unless otherwise requested). The price is CHF 350.- per week

- **In hotels (near the school)**

Single room with shower or bath

from CHF. 90.- to CHF 105.- per night – including breakfast (depending on season)

Double room with shower or bath

from CHF. 75.- to CHF 90.- per night – including breakfast (depending on season)

Other prices available on request

PICK-UPS

Pick-ups can be arranged from Lugano station or from the airports of AGNO (Lugano), Zurich, Geneva or Milan (Italy)

PICK-UP PRICES

Pick-ups can be arranged from:

- | | |
|-----------------------|-----------|
| • Lugano station | CHF 20.- |
| from the airports of: | |
| • AGNO (Lugano) | CHF 50.- |
| • Zurich | CHF 250.- |
| • Geneva | CHF 375.- |
| • Milan (Italy)* | CHF 150.- |

*Students must have document valid for Italy.

OTHER INFORMATION

MEDICAL INSURANCE

Students must be in possession of medical insurance for the whole period of their stay. This can be arranged by the school. Please contact us if you need further details.

MEDICAL INSURANCE PRICES

Please contact us for further details regarding cover and prices.

STUDENT VISA INFORMATION

The following details are a summary of the visa regulations. We would ask you to enquire about the exact requirements at the Embassy or Consulate responsible in your country.

All travellers to Switzerland must have a valid passport.

For some countries a visa is required.

If students come to study for up to 3 months they can stay with a tourist permit.

For students who wish to stay for more than 3 months a STUDY PERMIT is required . This does not allow students to work and they must study for a minimum of 20 hours per week.

On receipt of the booking the school will send a letter of acceptance. If a visa is required the letter will be needed for visa formalities.

You can also contact:
UFFICIO DEGLI STRANIERI
Residenza governativa
CH- 6500 Bellinzona
Tel. 00 41 91 814 33 22
Fax 00 41 91 825 18 26
E-mail: di-spi@ti.ch

Modulo di iscrizione/Application form/Anmeldeformular 2009

Signora/ Mrs./ Frau

Signor/ Mr./ Herr

Nome/ First name/ Vorname: _____

Cognome/ Family name/ Familienname: _____

Data di nascita/ Date of birth/
Geburtsdatum: _____

Indirizzo/ Adress/ Adresse: _____

CAP/ZIP/ leitzahl: _____

Città/ Town/ Stadt: _____

Stato/ Country/ Land: _____

Tel: _____

E-mail: _____

Professione/ Occupation/ Beruf: _____

Conoscenza della lingua italiana orale/
Knowledge of Italian language spoken/
Italienischkenntnisse mündlich:

- nessuna/none/ keine
- scarsa/ weak/ schwach
- discreta/ fair/ mässig gut
- buona/ good/ gut

Conoscenza della lingua italiana scritta/
Knowledge of Italian language written/
Italienischkenntnisse schriftlich:

- nessuna/none/ keine
- scarsa/ weak/ schwach
- discreta/ fair/ mässig gut
- buona/ good/ gut

Data di arrivo/ Arrival date/
Ankunftsdatum: _____

Data di partenza/ Departure date/
Abfahrtsdatum: _____

Richiesta di trasporto/ Pick-up
requirement/ Abholung gewünscht?

Sì/Yes/Ja

No/Nein

Altre richieste/ Other requirements/
Andere Anfragen

Scelta del corso/ Choice of the course/ Kursauswahl

COURSE STARTING DATES 2009

- ▲ March 2nd
- ▲ April 27th
- ▲ June 1st
- ▲ July 6th
- ▲ September 7th
- ▲ October 5th

Corso standard/ Standard Course/ Standard Kurse

(20 lezioni alla settimana/ 20 lessons per week/ 20 Lektionen pro Woche:
9:00 – 13:00)

Numero di settimane/ Number of weeks/ Anzahl Wochen: _____

Numero di mesi/ Number of months/ Anzahl Monate: _____

**Lezioni private o semi private/ Private or semi-private lessons/
Unterricht privat oder halbprivat:**

date di inizio da convenire con la scuola/ Starting date to accord with the
school/ Kursbeginn am...

Alloggio/ Accomodation/ Unterkunft

- famiglia/ family/ Familie single rooms
- Albergo/ hotel / Hotel single room
- Altro alloggio/ Other
accommodation/ andere Unterkunft _____

N.B. When this information and the enrolment fee (CHF 150,00) are received we will issue a Confirmation of Enrolment.

Once we have the accommodation address we will send a letter to the student with this information on it. The letter will also confirm any transfer arrangements. Payments for transfers must be paid directly to the school.

PAYMENT

Payment should reach us two weeks before the course is due to start. Payment must be made in Swiss francs, directly into our bank account and all bank transfers and charges must be paid by the sender.

Payment should always bear your name.

Our Bank Account details are as follows:

FORMAT Lingua Sagl

Account Number: 16205.35

Banca Raiffeisen

Via Polar 69c

6932 Breganzona (Svizzera)

Sort Code: 80384

Swift Code: RAIFFCH 22

IBAN : CH22 8038 4000 0016 2053 5 / CHF

CANCELLATIONS

Any cancellation automatically results in the loss of the enrolment fee.

No other charge is made to students for cancellations made up to three weeks before the course commences. If it is less than three weeks before arrival, a cancellation fee of 50% of the fees for the first course in which they are enrolled.