Dear students, dear guests

Thank you very much for having registered in our new system. We are very happy that more than 1,000 users have already done so.

Before the language courses start, we would like to give you some more information.

1. Registration for a language course

Registration ends on 21 October 2019 at 8 am. Until the you can still register for a language course or change/cancel your registration.

2. Changing a course because of timetable clashes

If there has been a change in your timetable which does not allow you to attend the language course you have signed up for, please cancel your registration and sign up for another course, if possible.

3. Changing a course if a course has to be cancelled because of a small number of participants

We are very sorry that we are not allowed to start courses which have less than roughly 10 participants. If you have registered for a course which even on Sunday evening still has a small number of participants (less than 6), you should start thinking about an alternative (a different course or language). We would not like you to be unprepared in case we have to cancel the course you registered for.

If we have to cancel a course you are in, we will let you know by mail on Monday, 21 October.

4. What happens to students on waiting lists?

For some courses there is a waiting list. We are trying to find solutions to be able to accommodate all students.

5. Course fee payment for students

You can only secure your place in a course by paying the course fee on time. The course fee is € 45 for a course with 4 hours/week.

Students can pay the course fee on 23 and 24 October from 12 – 4 pm at the Language Centre by THOSKA only. Please make sure that your THOSKA is charged with enough money. It is recommended to charge your THOSKA in the Mensa if you want to pay for more than one course. In the past, it was difficult to charge the THOSKA with larger amounts in the Cafeteria Coudraystraße 13 A.

If you cannot come by because you are not in Weimar, please ask a friend to pay on your behalf. He or she can use their own THOSKA for payments.

If that is not possible, either, please let us know by StudIP mail.

If we do not hear from you and if you do not come by to pay the course fee, we will have to cancel your registration.

However, it is quite possible that the survival of a course depends on you. Therefore we kindly ask you to let us know as early as possible if you do not want to participate in a course you registered for.
6. Course fee payment for guests and students from other

Guests can pay the course fee in cash, students from other universities preferably by THOSKA.

The course fee for all language courses (apart from German) can be paid on Thursday, 24 October, at
4.15 pm.

The course fee for German courses can be paid on Friday, 25 October, at 9 am. However, it is possible
that in some German courses there are no places available for guests or students from other
universities.

Refugees wanting to participate in one of our German courses need to have a copy of a document
showing their refugee status.

7. Registration and payment after deadlines have expired

Courses in which places are still available will be visible again after the payment period is over. You
can sign up for those courses and pay the course fee from 28 – 30 October in our office.

8. Start of the teaching period

All courses will start as of 4 November 2019.

We hope to have given you all the information necessary for the next few days. If you have any
questions, please contact us by mail via StudIP.

We would also appreciate feedback on our new system.

We wish you a good start as well as fun and success in our courses.

Best wishes,

Susanne Kirchmeyer
Director of the Language Centre