[](https://www.bing.com/images/search?view=detailV2&ccid=zNqfL3Q0&id=C3740E35070F2DF5A8504502F79A157DA4EE1942&thid=OIP.zNqfL3Q0C0nNGHUNy3rWYAHaHc&mediaurl=http://jalgaon-icai.org/Images/ICAILogo.png&exph=916&expw=912&q=ICAI+Logo&simid=608052765531964536&selectedIndex=0)



**ENROLMENT FORM FOR ICAI MEMBERS AND STUDENTS – CHENNAI**

**BATCH DETAILS**

|  |  |
| --- | --- |
| **DATE** | **12th October, 2019 to Mid March, 2020** |
| **DAY** | **Saturdays** |
| **TIMINGS** | **08:00 to 12:15 hrs** |
| **LAST DATE OF SUBMISSION OF FORM** | **9.10.2019** |

**MEMBERSHIP / STUDENT REG. NO**.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PERSONAL DETAILS**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SURNAME** |  | | | | | |
| **NAME** |  | | | | | |
| **EMAIL** |  | | | | | |
| **MOBILE / PHONE 1** |  | | **MOBILE / PHONE 2** |  | | |
| **DATE Of BIRTH** |  | | | | | |
| **PLACE OF BIRTH** |  | | | **SEX** | |  |
| **ADDRESS** |  | | | | | |
|  |  | | | | | |
| **CITY** |  | **POSTAL CODE** | | |  | |
| **DEMAND DRAFT NO** |  | **DATE** | | |  | |
| **DRAWN ON** |  | | | | | |

Note : Please also submit 2 passport size photographs alongwith copy of your ID proof (passport/driving licence/voter ID)

**DATE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### General Requirements

Regular courses are designed for adult learners. Participants must be at least 17 years of age and a proof of age should be furnished at the time of registration.

### Course Fees and Terms of Payment

* 1. The contractually binding course fee is the fee stated in the price list at the time of registration.
  2. The course fee is payable at the time of registration. Fees may be paid by Demand Draft drawn in favour of "Goethe-Institut Max Mueller Bhavan" payable at Chennai. Misspelt/overwritten/hand corrected demand drafts will not be accepted. No part payment is accepted.
  3. The cost of the book is not included in the course fee. Text books of the respective levels can be purchased on the first day of the class.

### Course level assignment /Class size

* 1. Those who have prior knowledge of German or students with a gap of more than six months from their last exam and desiring to join the next higher level courses have to appear for a placement test prior to registration. Placement in course levels is based on the result of the placement test conducted by the Goethe-Institut Chennai /Max Mueller Bhavan. This placement test will be conducted between 16:00 to 17:00 hrs on the external exam dates. Email registrations for the test should be done two days before the test day. Fee for the placement test is Rs.1,000/-. Fee for special appointment for the placement test is Rs. 2,000/-.
  2. Generally our courses have minimum 22 and at most 25 participants for the levels A1 to B1 and minimum 15 and at most 25 participants for the levels B2 to C2. In case of insufficient enrollment on the starting date, the institute reserves the right to cancel or postpone the course. In this case, participants will be offered the opportunity to move to another course or to receive a full refund of the course fee.
  3. Enrolment certificates can be issued only after five class days for a fee of 500/-.
  4. Participation certificates will be issued to candidates who have an attendance of more than 75% for the enrolled course.
  5. Internal students who do not take up the examination on the prescribed date after the course completion, will be considered as ‘‘External Candidates’’ for exam registration on later dates.
  6. Change of batch is not possible once the registration is completed.

### Liability of the Goethe-Institut

The liability of the Goethe-Institut Chennai/Max Mueller Bhavan and its staff is limited to intent and gross negligence. Goethe-Institut Chennai /Max Mueller Bhavan also accepts no liability for the cancellation of services due to force majeure (e.g. Naturaldisasters, fire, floods, war, official orders and all other circumstances beyond the control of the contractual parties).

1. **Grievances regarding** examinations can be addressed to the Language department through Email to [deutsch@chennai.goethe.org](mailto:deutsch@chennai.goethe.org)

# I have read and accepted the terms and conditions.

DATE SIGNATURE