Please fill out this form and send it to: Tilburg University, Student Desk, A 301, P.O. Box 90153, 5000 LE, Tilburg
or e-mail it to: languagecourses@tilburguniversity.edu

Personal Information
Last name: 
First name: Mr. /Ms. ¹
Address: 
Postal code: City:
Telephone nr.: Mobile nr.:
Date of birth: E-mail:

Student TiU/Employee TiU/Alumni TiU² (please provide ANR):

Has already followed a course NT2 at the Language Center: 

Wishes to register for:

- Dutch as a Second Language, Beginners, start of course:
  - September
  - January
  - April

- Dutch as a Second Language, Intermediate, start of course:
  - September
  - January
  - April

- Dutch as a Second Language, Upper-intermediate, start of course:
  - September
  - January
  - April

- Dutch course for Advanced Learners, Writing & Grammar, September
- Dutch course for Advanced Learners, Speaking & Pronunciation, February
- Zelfstudiemodule Staatsexamen NT2-II, start throughout the year

Course materials Dutch as a Second Language:

For Dutch as a Second Language: Beginners and Intermediate, it is compulsory to buy the course materials (access to online material Delftse methode; textbook Delftse Methode; reader Nederlands als Tweede Taal) at the Language Center. You need to pay the costs together with the course fee.

Course materials Dutch as a Second Language: Beginners (intensive course): € 100,-

Course materials Dutch as a Second Language: Intermediate (intensive course): € 107,50

Course materials Dutch as a Second Language, Upper-intermediate: for this course you need to purchase the materials yourself.

¹Cross out the inappropriate option
Method of Payment

- **Single payment authorization**
  The undersigned authorizes payment of the amount due for the course indicated on this registration form. Should any of the courses indicated be cancelled then payment is withheld or refunded.

  My account number is __________________________________________

  In the name of ________________________________________________

- **Payment in cash/PIN payment**
  I will pay the course fee at the Student Desk in cash/with a PIN card*.

- **Payment by third parties** (such as employees, University Asylum Fund, municipality)

  Name: _______________________________________________________
  Department: ________________________________________________
  Address: ____________________________________________________
  Postal code & City ________________ Telephone: __________________

  Signature contactperson: _______________________________________

  Or submit proof that a third party institution is to pay the fees due for the course or courses.

**Total fees €**

**I hereby declare that I know and agree to the general conditions of enrolment from the Language Center of Tilburg University.**

Date: ______________________________ Signature: ______________________

**The Language Center reserves the right to cancel the course in case of insufficient enrolments. Fees paid for these courses will be refunded.**

*If you choose this option you need to hand in the registration form personally, so you can pay the fee and we can register you.

¹Cross out the inappropriate option
Read the following information carefully.

Entry requirement
The entry requirement for these courses is secondary education at least equivalent to the Dutch havo or vwo programs. Furthermore you need to actively speak English, German or French.

Registration
It is possible to register by handing in a completed and signed registration form at the Student Desk or send it to the address mentioned on page 1. Registration takes place on a first-come, first-served basis. Registration will only be confirmed if the registration form has been signed and submitted, and upon payment of the course fees due. You will receive a letter of notification as soon as this has taken place.

Deadline for registration NT2 Beginners, Intermediate and Upper-Intermediate

<table>
<thead>
<tr>
<th></th>
<th>Unit 1</th>
<th>Unit 2</th>
<th>Unit 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration starts</td>
<td>17 June 2013</td>
<td>17 June 2013</td>
<td>20 January 2014</td>
</tr>
<tr>
<td>Registration closes</td>
<td>30 August 2013</td>
<td>20 December 2013</td>
<td>5 April 2014</td>
</tr>
</tbody>
</table>

After these dates we will no longer take up registration form.

Deadline for registration NT2 Writing & Grammar/ Speaking & Pronunciation

<table>
<thead>
<tr>
<th></th>
<th>Writing &amp; Grammar</th>
<th>Speaking &amp; Pronunciation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration starts</td>
<td>17 June 2013</td>
<td>17 June 2013</td>
</tr>
<tr>
<td>Registration closes</td>
<td>30 August 2013</td>
<td>31 January 2014</td>
</tr>
</tbody>
</table>

After these dates we will no longer take up registration form.

Course prices

<table>
<thead>
<tr>
<th>Course</th>
<th>Students</th>
<th>Employees and Alumni TIU</th>
<th>External participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dutch as a second Language: Beginners</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(intensive course)</td>
<td></td>
<td>€ 709,-</td>
<td>€ 719,-</td>
</tr>
<tr>
<td>Dutch as a second Language: Intermediate</td>
<td></td>
<td>€ 709,-</td>
<td>€ 799,-</td>
</tr>
<tr>
<td>(intensive course)</td>
<td></td>
<td>€ 709,-</td>
<td>€ 799,-</td>
</tr>
<tr>
<td>Dutch as a second Language: Upper-Intermediate (intensive course)</td>
<td></td>
<td>€ 709,-</td>
<td>€ 799,-</td>
</tr>
<tr>
<td>Dutch as a second Language: Advanced Writing &amp; Grammar/Speaking &amp; Pronunciation</td>
<td></td>
<td>€ 449,-</td>
<td>€ 549,-</td>
</tr>
<tr>
<td>Zelfstudiemodule Staatsexamen NT2-II</td>
<td>€ 300,-</td>
<td>€ 300,-</td>
<td>€ 300,-</td>
</tr>
</tbody>
</table>

Tilburg University students can use their language vouchers to pay for courses. (Please note this does not include the fees for the course materials). Once these have been used, they pay the reduced fees stated above if they wish to participate in further language skills courses. Registration is no longer available via COMAP but you will have to use a registration form. Only students paying tuition at Tilburg University receive language vouchers.
Alumni
The Language Center offers Tilburg University alumni a discount on language courses up to 10 years after graduation. As an alumnus, you pay the same price as university employees. You can register for one or more courses by filling out the Registration form. You can hand it in or send it to the Student Desk (see the address on page 1). If you want the alumni discount you need to enclose a copy of your TiU diploma with the registration form.

Course requirements:
Please look on our website: www.tilburguniversity.edu/education/language-courses/dutch/dsl/intensive/ (intensive courses leading up to NT2 State Examination).
Our look on www.tilburguniversity.edu/education/language-courses/dutch/dsl/advanced-3/ (Dutch courses for Advanced learners after NT2 State Examination).
Please look on those websites for the requirements per course. If you want to register for the Intermediate course, Upper-Intermediate or Advanced course and you have never taken a course at the Language Center, you need to make an appointment with one of our teachers. If you do not have a certificate/diploma NT2 than you also need to do an intaketest (costs € 10,-).

Cancellation of courses
This can only be done in writing: by mail or by e-mail (languagecourses@tilburguniversity.edu). The date of the postal stamp or the date of the e-mail will serve as the cancellation date. A cancellation is not final until you have received our confirmation (by mail or e-mail).

- In case of cancellation (in writing) before the enrollment deadline you will be charged € 50,- to cover administrative costs.
- In case of cancellation (in writing) after the enrollment deadline for a course or after the course has started, you will be required to pay the complete course fee.

Restitution of language vouchers or course fees is only possible if the course is cancelled. Disappointing scholastic results are not a valid reason for receiving restitution. In exceptional circumstances, such as long-term illness or personal circumstances that are detrimental to study, the Head of the Language Center can decide to refund vouchers or fees. Course participants who wish to request restitution can submit a request to the Student Desk, attn: the Head of the Language Center. Any requests must include written proof of the circumstances on which the request is being based. The Head is to respond to such requests within six weeks of submission, and can request a meeting with the applicant.

Appeals
Should you disagree with a decision made with respect to admission to a course, or other similar issues, it is possible to appeal these decisions to the executive board of the university. Appeals should be submitted to the Central Complaints Desk or directly to the Executive Board, within six weeks of the announcement of the decision against which the appeal is being made.

Note!
Course participants are responsible for making sure they meet the standards required with respect to entrance level and further prerequisites for admission to courses. Should it be determined that a student does not meet the prerequisites set for a given course the student in question will be denied access to the course, and will not be allowed to take the final examination for that course. Keep in mind that no course fees or vouchers are refunded in such cases.