

Application

Portfolio Coaching

Name First Name

Adress Post Code

Telephone mobil

Birth Date..... e-mail

Course and future study goals

Where did you find out about us?

In which Higher School do you want to register?

In general

The coaching session provides the ability to individual discussions or coaching in small groups with the instructor. We discuss specific issues to work on the portfolio and / or deepen specific aspects. Thus this coaching is particularly for those who are already working on a solution and want to deepen their.

Applicants who can not book a full-time semester course because the lack of time, this portfolio coaching is an alternative. Since the practical work must take place at home, this „small version“ can not be seen as a full substitute for the systematic elaboration of a solution, as it takes place in full-time semester course.

Booking:

Especially in the coaching session we recommend to book a longer period.

The registration for the semester can be done on the following page.

Portfolio Coaching

	Date	Day	Hours	
Only Mondays	15.08.14- 27.03.15	Mo	6-7pm	Single and group coaching
Mondays & Fridays	15.08.14- 27.03.15	Mo	6-7pm	Single and group coaching
		Fr	2-6 pm	Discussion and theory seminar

You can book terms of 4 weeks.

NUDE DRAWING

You can add figure drawing sessions to each semester. The courses always take place of Wednesday of 6-9 pm. We recommend the nude drawing in particular to the applicants of the subjects: Fashion and textile Design, Product Design, Scenery and Costume Design, Fine Arts, Sculpture and Art Education. Of course, the nude drawing sessions are also suitable for all the other courses of studies.

Portfolio Coaching

4 Weeks Course	Total Fees	Make your Choice
Only on Mondays 4 Weeks	200.-	<input type="checkbox"/>
Mondays and Fridays 4 Weeks	530.-	<input type="checkbox"/>
NUDE DRAWING 10 Dates per Ssemester	150.-	<input type="checkbox"/>

Enrollment Conditions

I will pay the course fee before the start of the semester (please see also side 3 below):

cash by bank tranfer [\(please sign\)](#)

Bank account: Michael von Erlenbach
Bank: Raiffeisen | BLZ: 600 699 11 | Account: 31357008
IBAN: DE93 6006 9911 0031357008 | BIC: GENODES1ERL

Please fill out the purpose of use with the following word: **Kurshonorar**

After having paid the course fee, we send you an e-mail as a confirmation.

Place, date Signature.....

Registration and Commercial Conditions

(approved in December 2014. These conditions may be subject to change).

You will have monthly access to the semester courses that are in operation at all times and also short-term, as long as there is sufficient space available in the respective courses.

Course Fees

Please take into account that you may only participate in a course after you have registered and payment has been received. Bank transfer is the most common method of payment. The course fee must be deposited into our account before the start of the course. In the case of cash payment, the course fees must be paid in their entirety with the registration.

In class you will work in the field of color exclusively with pigments and diverse binders. These costs of painting materials as well as the registration fee of are included in the course reservation.

Withdrawal, Cancelling, Change of Reservation

If it were impossible for you to attend a course for which you have registered, you must submit in writing a declaration of withdrawal prior to the start of the course. A 100.00 € processing fee for cancelling or changing the reservation will be charged. During the course changes may only be made to a higher level course. In the case of withdrawal up to 8 weeks prior to the start of the course, you will be reimbursed 50% of the course fee. In the case of withdrawal in a period of less than 6 weeks prior to the start of the course, you will be charged for the full amount of the course.

In the case that you start a course in the current semester, neither a partial nor complete reimbursement (including the course registration fee) will be possible, regardless of whether you have attended the course.

The Von Erlenbach Kunstschule has the right to cancel any course if the minimum number of students is not met. In this case, it will be obligated to reimburse the course fees that have already been paid. All rights to additional compensation are excluded.

Rights to Images and Protection of Data

Images and videos of the courses for the representation of the Von Erlenbach Kunstschule may be used for publicity purposes. Neither addresses nor information is given to third parties outside of the Von Erlenbach Kunstschule.

Responsibility and House Rules

The Von Erlenbach Kunstschule is not responsible for accidents nor damages, loss, or theft of personal belonging. Course participants comply with arrangements of the instructors and accept in particular the arrangements for the maintenance and cleaning of the classrooms as well as the use of objects borrowed and used in instruction. In the case of a breach of the rules or stealing, the Von Erlenbach Kunstschule reserves the right to expel students of the course without reimbursing the paid course fees.

Conditions of Instruction

In order to guarantee the regulated instruction, participants of the course are obligated to arrive punctually to class every day. In the exceptional case that it is not possible to attend class, you must inform the instructor by sms or e-mail. If a participant has three unjustified absences from class, she/he will have to leave the school and no money will be reimbursed.

Jurisdiction

It is agreed that Berlin will be the jurisdiction for any legal conflicts for both parties. I have read and understood the conditions of payment and commercial conditions and I acknowledge them with the signature below

Place, date Signature.....