

Registration

Portfolio Coaching

Please attach a pass-
port-sized photo here

Please attach another
photo for the school
identification card.

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 portfolio coaching offers the possibility to discuss detailed questions about the work on the portfolio with the lecturers individually or in a small group and/or to deepen special aspects. This makes portfolio coaching particularly suitable for anyone who is already working on a portfolio and wants to refine, supplement or revise it in a targeted manner.

Applicants who cannot attend a full-time semester course for time reasons will find an alternative in portfolio coaching. Since the practical work must take place at home, this „small variant“ cannot replace the comprehensive and systematic elaboration of a portfolio that takes place in the full-time semester course.

BOOKING:

The registration for the portfolio coaching can be done on the following page.

Semestertimes

Semester	Date	Lessons	Hours / Week	Days	Time
Autumn	16.09.22 - 11.11.22	Basic Content 1 and Led Instructions	36	Mo-Fr	10 am-5 pm
Winter	11.11.22 - 17.02.23	Basic Content 2 and Led Instructions	36	Mo-Fr	10 am-5 pm
		Fridays discussion and theory seminar		Fr	2 am-6 pm

Figure 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	Complete fee	Please choose
Only Mondays 4 weeks	250.-	<input type="checkbox"/>
Mondays and Fridays 4 weeks	550.-	<input type="checkbox"/>
Nude drawings 8 terms in autumn 12 terms in winter	200.- 300.-	<input type="checkbox"/> <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

IBAN: DE18 6006 9911 0031 3570 08 | 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 March 2022. 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 a minimum of four weeks prior to 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.....