

General terms and conditions (GTC) for the ADEFA course (Teaching German as a Second Language)

Registration

Registration takes place online via www.ecap.ch or, on request, by completing the registration form and sending it by email. Provided the necessary admission requirements are met, registered participants will receive a course agreement. Upon returning the signed course agreement, the registration becomes final and binding, and the following General Terms and Conditions are accepted.

Information and advice

Information and advice regarding ECAP's course offerings, as well as the learning support provided as part of the ADEFA course, are free of charge.

Withdrawal of registration and termination of the course

Withdrawal must be made in writing.

Withdrawal of a confirmed registration is possible free of charge up to 30 calendar days before the start of the course. In the event of withdrawal at a later date, an administration fee of CHF 600.00 will be charged.

If a participant withdraws after the course has begun, 50% of the course fees must be paid. If withdrawal occurs after the third week of the course, the full course fees will be invoiced.

If withdrawal is due to reasons for which ECAP is responsible, participants will not incur any costs.

Absences

In the event of prolonged illness (upon presentation of a medical certificate) or other justified absences through no fault of the participant (e.g. death in the immediate family), the missed course days may be made up in the following course.

If attendance falls below the prescribed minimum of two-thirds, the entire course must be repeated. In the event of absences, there is no entitlement to a reduction or refund of the course fees.

Course delivery

If the number of participants is insufficient, ECAP reserves the right to cancel the course no later than 7 days before it begins. In this case, any course fees already paid will be refunded in full.

If face-to-face teaching cannot take place due to force majeure or official orders, ECAP is entitled to continue the course in a suitable digital format (distance learning).

Exclusion from the course

ECAP reserves the right to exclude participants from the course for good cause. In this case, there is no entitlement to a refund of course fees already due or paid.

SVEB certificate, fide module certificates and certificate of attendance

Upon successful completion of all competence assessments and an attendance rate of at least 80%, participants will receive the SVEB certificate as a trainer.

To be awarded the fide module certificates, participants must pass the competence assessments and achieve an attendance rate of at least 90 per cent.

Participants who meet the required attendance rate of at least 90 per cent but do not pass the competence assessments may, upon request, receive a certificate of attendance detailing the duration of the course and the course content.