



F+U Academy of Languages

We hereby confirm that

VIETNAM TIMETRAVEL JSC

No 2, ngach 29, ngo 296, to 16, duong Linh Nam, Phuong Linh Nam Quan Hoang
Mai, Thanh Pho Ha Noi, Viet Nam

is appointed as official partner of

F+U Academy of Languages

Heidelberg
Berlin

The partner is authorized to offer advice and receive applications for all programs offered by F+U Academy of Languages, subject to our general terms and conditions.

Karl-Heinz Rippel – Director



Elena De Angelis – International Relations

Heidelberg, 19th of March, 2020

F+U Academy of Languages

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Service Agreement

between F+U Academy of Languages represented by Mr Karl-Heinz Rippel, hereinafter referred to as "F+U"
and "VIETNAM TIMETRAVEL JSC" hereinafter referred to as "SERVICE PROVIDER"

1. Agreement

F+U agrees to appoint the SERVICE PROVIDER as its representative for one year, starting from the date of signature of this agreement. It will be renewed for an additional year if it is not terminated by one of the parties until 3 months prior to the end of the year. Any amendment proposals and/or notice of termination of the contract must be submitted in writing.

2. Compensation

- F+U agrees to compensate the SERVICE PROVIDER for services rendered in relation to advising students who are to take an F+U course. Such services include, inter alia, the evaluation of students' language skills; linguistic and cultural preparation in the students' home country; as well as providing comprehensive information regarding the students' course, the accommodation booked by the student and the applicable school regulations.
- The rate of compensation is currently 20% of tuition fees for intensive and evening courses in Heidelberg and in Berlin as well as of the tuition fees for junior program packages. Compensation of 10% of the respective course fees can be paid for individual lessons and the Vocational College for Foreign Languages. For our online language training, we can offer 10% compensation for online individual training and 15% compensation for online group training. Any discounts offered in the price list shall no longer apply.
- Should the student extend their course while present in Germany, or enroll again the following year, we will also grant the SERVICE PROVIDER the respective compensation rate. Should the student decide to extend or renew their contract through consultation with another provider, the SERVICE PROVIDER shall lose the right to compensation payment. The right to compensation is transferred to the new provider upon conclusion of the new school contract.
- Payment of compensation to the SERVICE PROVIDER is made as soon as a student begins their course.

For group programmes the respective offers apply.

3. Payment for Courses and Accommodation

Payment for students who do not need a visa

All course, registration, and administration fees as well as the accommodation fees for at least three months have to be paid in Euro by bank transfer or credit card authorization (Visa, Mastercard), before the start of the course. If accommodation is booked, the fees have to be paid at least four weeks before the move-in date.

Payment for students who need a visa

In this case, all course, registration, and administration fees as well as the accommodation fees for a minimum of three months have to be paid before F+U sends the invitation letter to the embassy. In case conditional admission to German universities has been booked, then the fees have to be paid completely and in advance before F+U accepts documents for the university application. More details regarding this matter can be found overleaf in our general terms and conditions.

4. Visa Documents and Information on Students

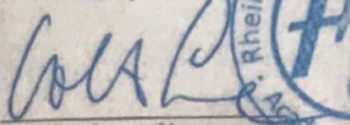
The SERVICE PROVIDER is responsible for submitting all required information about students to F+U, including information on health or psychological indispositions that may impair the school routine. If the student requires an invitation letter for the German embassy, the SERVICE PROVIDER has to send a copy of the passport (or identity card) to F+U.

5. General Terms and Conditions

By signing the SERVICE PROVIDER agrees to F+U's General Terms and Conditions (overleaf). At all times, the most recent version of the General Terms and Conditions is to be applied. The SERVICE PROVIDER can request the most recent version from F+U any time.

SIGNATURE

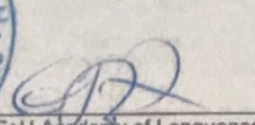
F+U Academy of Languages


F+U Academy of Languages
(Karl-Heinz Rippel, Head of Academy)

Date: 19.03.2020

SIGNATURE

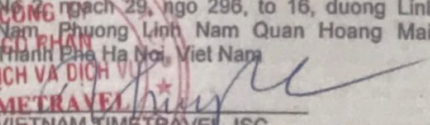
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(Elena De Angelis, International Relations)

Date: 19.03.2020

SIGNATURE

VIETNAM TIMETRAVEL JSC


Số 2 ngách 29, ngõ 296, to 16, đường Linh
Nam, Phường Linh Nam, Quận Hoàng Mai,
Thành Phố Hà Nội, Việt Nam
VIETNAM TIMETRAVEL JSC
Ms. Thi Thuy Nguyen, Director

Date: 19.03.2020

GIÁM ĐỐC

Nguyễn Thị Thủy