

SPANISH LANGUAGE COURSES

ADULT ENROLMENT CONDITIONS

COURSES

All courses are subject to a Registration Fee of €50, valid for one year from course starting date.

Course fees apply to:

- Tuition: each lesson is 55 minutes. **EI O2O** 60min
- Placement test and information pad on first day at our school.
- 24-hour emergency phone number.
- Use of Multimedia Training room and e-mail facilities.
- Wi-Fi.
- Teaching material (Textbook not included.)
- Attendance and achievement certificate at the end of the course.
- 10% discount on established prices to learn any of the other languages taught at our school (English/Chinese/German/French.)
- Maximum class size is 6 students. ECE 5.*

***NB. A minimum of 3 students is required to offer a regular group class of 20, 25 or 30 lessons a week. When there is only 1 or 2 students enrolled, they will receive TUTORIAL LESSONS: *ONE student receives 10 lessons instead of 20 or 12.5 instead of 25 or 15 instead of 30.**

***TWO students receive 12 lessons instead of 20, 15 instead of 25 or 18 instead of 30.**

***There will be no alteration in fees or conditions.**

ACCOMMODATION

All accommodation bookings are subject to an Accommodation Placement Fee of €50.

- Prices include board and other facilities as described in the price list.
- Accommodation is offered subject to availability and should be booked well in advance (minimum 4 weeks.)
- Accommodation details will be sent to the student (or agent) as soon as we have placed him/her with a suitable family, at least two weeks before the course starting date.

STARTING DATES

- **GROUP classes start any Monday. Individual lessons can start any week day**
- **Minimum course duration is one week except for EI, EGP, EP and EGR.**

SCHOOL HOLIDAYS

There are no lessons in our school on the following dates.

National bank holidays: January 6th, May 1st, August 15th, October 12th, November 1st, December 6th & 8th.

Regional bank holiday: September 8th.

Local bank holidays: First Tuesday of June & September 21st.

EASTER: Maundy Thursday and Good Friday.

CHRISTMAS: from December 23rd until January 1st, inclusive.

**Group classes coinciding with the above mentioned dates will not be recuperated.*

VISAS (non EU nationals)

Students coming from countries not belonging to the Schengen Agreement, the UK or Ireland will have to apply for a visa. Visa application forms are available at your nearest Spanish Embassy or Consulate. In order to apply for a visa, all fees must be paid in advance. In the case of visa being refused fees will be refunded except for the deposit of €360.

ALCE will give reasonable assistance to students and agents when applying for a visa.

INSURANCE and HEALTH

Students are strongly recommended to take out full travel and health insurance in advance. Students from non-EU countries MUST have a full travel and health insurance.

CANCELLATION POLICY

- Courses can only be cancelled by sending written notice to Alce Idiomas-The Asturias Language College.
- If this notice is received 15 days or more before the start date, paid fees will be refunded in full, subject to a minimum deduction of €360.
- If notice of cancellation is given between 14 and 8 days before course commencement, 50% of total fees will be refunded, subject to a minimum deduction of €360.
- If notice of cancellation is given between 7 days before course commencement or after course commencement, no fees will be refunded.
- Students opting for a less intensive programme, after the commencement of the course, will not receive a refund.
- There is no refund of fees for days missed during the course or for late arrival or early departure. Nor can these lessons be recuperated.
- Students cannot transfer from group tuition to individual tuition without paying the full additional cost of individual tuition.
- Should a student have to cut short his stay for valid medical reasons only, the remaining fees will be refunded or credited.
- No refund or deduction is available for courses booked which include public national or local holidays.
- If Alce Idiomas - The Asturias Language College - is obliged to cancel a course, the school will immediately notify the students and offer them an alternative course or a refund of all fees paid.

GENERAL CONDITIONS

- Minimum age limit for adult courses is 16+ years.
- Students are expected to attend classes regularly and on time.
- Alce Idiomas shall not be liable for any loss, damage, injury, expense, delay or inconvenience suffered or incurred in as a result of any circumstance outside the control of the school.
- Where a student has commenced a course and is repatriated for offences against Alce Idiomas, host family/other accommodation and Civil Law, all costs will be borne by the student.
- Alce Idiomas cannot accept responsibility for flight delays, and/or changes in schedules by other parties outside our control.
- Any disputes in relation to accounts or services provided will, where necessary, be heard in the courts of Oviedo, Spain where the bulk of the service is being carried out.

DECLARATION

I have read, understand and accept Alce Idiomas Enrollment Conditions.

Student's Name:

Date:

Place:

Signature:

