



OPERATING CONDITIONS OF ELE COURSES

- 1- Group classes consist of an average of 7 students.
- 2- To reserve a place on a course, an advance payment will be made. That amount will be deducted from the total of the course.
- 3- The standard academic year lasts 9 months, from October to June. The 40h intensive courses last 1 month. The 48h semi intensive courses lasts 2 months. The ELE intensive course is booked per week (40h).
- 4- The student who cannot start the course should contact the school 7 days before the class starting date. If there is no notification or incorporation into the course after the class start period of the classes, the school reserves the right to cancel the registration.
- 5- The booking fee paid for a course will be deducted from the total corresponding to that course. If the booking is cancelled 7 days before the course starting date, the refund will be processed by transfer.
- 6- All students enrolled in a course will pay the course on the first day of class. Payment can be made in cash, by credit card or bank transfer.
- 7- Any change or cancellation must be communicated in writing at reception 7 days before the first pending receipt of the month following the communication comes into effect. Failure to attend the course does not exempt the student from paying the fee for the corresponding period. To recover the amount of the reservation, current receipts must be up to date with payment.
- 8- No refund will be made in cash. Any clearing transaction will be always made through a personal and nontransferable voucher. The bond will be valid for one year, counting from the withdrawal date, and can be changed to another course with the same characteristics.
- 9- Public holidays are not recoverable.