

REGISTRATION FORM

I am registering for the November-December 2022 eight-week session at The French Class

My name is _____ Day/Month of birth _____

Address _____ City _____ Zip _____

Tel.Home/Cell _____ Work _____

Email _____

How did you hear about us? _____ Occupation _____

I have read and understand The French Class policies stated below and agree to abide by them.

Signature _____ **Date** _____

Class No _____ Tuition: _____

Day _____ Time _____ Book(s): _____

Membership (optional) \$79 (single) or \$99 (family)

Card No. _____ Teacher's office hours (optional) \$55(see web site)

Exp. date _____ CV2 code _____ **Total** _____

[FOR OFFICE USE ONLY. Paid by Visa - MC - Disc - Venmo - Check – Cash on ____/____/____]

Books are not included in the tuition.

(Prices include tax)

French Level One to Five: \$29.95

Literature: \$19 and up

Intermediate Grammar: \$48

Advanced Grammar: \$39

Group Classes:

The fee for attending one group class without being enrolled in the entire 8-week session is \$42 or \$59 depending on the length of the class.

A minimum of 4 students is required to open a group class as scheduled.

In order to avoid canceling classes, some group classes of less than 4 students may be shortened.

Refund and Credit Policy

- If The French Class cancels a class, students may transfer to another class or receive a full refund.
- **We are sorry we cannot give refunds or credits for group classes unless we are notified by phone, before 5:00 pm the Thursday before the beginning of the 8-week session. Dates and terms of special offers may vary: please see our policy for special offers on our web site.**
- **We are sorry no exception can be made. The French class is not responsible for changes in the student's schedules or personal circumstances.**
- No refunds, credits or make-ups for missed workshops and intensive courses
- A \$30 processing fee will be applied to all refunds or credits.
- Neither books nor memberships are refundable

- Credits for group classes are non-transferable and may not be applied to private classes, workshops or intensive courses.
- **It is not possible to make up missed classes in the next 8-week course.**

Make Up Policy for classes missed

- Making up classes in another group class of the same level and topic is free and encouraged for each class missed. **It is not possible to make up missed classes during another 8-week course.**
- Make-up classes may be used as long as you are enrolled and paid in full in a current session of classes.
- Students enrolled in levels 1-5 (but NOT 5+) are entitled to two free half-hour private make-ups.
- There are no one-on-one make-ups when repeating an elementary level class for \$175. Please make up missed classes in another group class.
- Make-ups must be cancelled 24 hours in advance or a \$15 charge will apply. We ask that students prepare in advance the lesson they have missed to the best of their ability. Homework should be completed as well.

