

ENROLMENT FORM

CONDITIONS

Please read the following terms and conditions carefully.

Fees must be paid in full one week before the term starting date. A receipt will be issued upon request.

Before enrolling, you are advised to examine your personal commitments and circumstances (such as family, employment and health), as we regret that no fees are refundable under any circumstances unless the course is cancelled. No partial refund can be given for classes not attended and no postponement can be allowed.

A written cancellation must be received at least two weeks before the beginning of the term.

Fees will be refunded only if a course is cancelled due to an insufficient number of students. We aim for a minimum class size of six, and a maximum of 14.

Once you have sent us your enrolment form and payment, you simply turn up on the first day of your course.

No written confirmation will be sent to you. In the unlikely event of cancellation, we will notify you.

Concessions apply to full-time students currently at school and senior citizens (over 65), on presentation of valid documentation. See specific course listing for fees.

A discount of £10 is given for a fully paid booking made before 08 September 2014 (Term 1), before 06 January 2015 (Term 2) and before 07 April 2015 (Term 3).

Wherever possible, continuing courses will be taught by the same teacher the following term.

Mr/Mrs/Ms/Miss Surname	First Name
Address	Postcode
Telephone Day	Email
Nationality	Occupation
Age	below 18 { } 19-25 { } 26-35 { } 36-45 { } 46-55 { } 56 and over { }

How did you hear of our courses?

Unless you are a complete beginner, or studied at the Institute last term, you must have an assessment before registering for a course.

If you attended the Institute last term, what was the class level, teacher, day and time of your course?

I wish to enrol for the following Courses Days and timing

Please, read the conditions carefully and sign below:

I understand the conditions of booking on page 18 and agree to abide by them, I enclose a cheque for £ payable to "Italian Language Services Ltd"

Signature Date

Please, send me notifications of cultural events at the Institute. By post { } By email { }

*Italian Language Services
at The Italian Cultural Institute
Email: courses@icilondon.info
Telephone: +44(0)207 823 1887*

