



ENROLMENT PERIOD & EXTENSION

From _____ to _____ Signature _____

From _____ to _____ Signature _____

From _____ to _____ Signature _____

From _____ to _____ Signature _____

1. Group courses

Length of the enrolment period:

- 8 to 12 weeks, per level, for Intensive courses
- 11 to 17 weeks for evening courses

Foreign students requiring a visa and/or a B student permit must enrol for 1 year.

For these courses we accept shorter length of enrolment, particularly for holiday courses. 3 weeks before the end of the course, students enrol for next period.

A minimum of 3 people is required to open a new intensive or evening course in groups.

2. Private courses

A private course can be cancelled 24 hours in advance at the latest, otherwise it will be billed. For semi-private courses, all courses will be invoiced, except if all students cancel their course 24 hours in advance.

3. Enrolment fee

When possible, the enrolment fee must be paid at the time of enrolment. On receipt of the confirmation-invoice of the course, the total amount for the invoiced period must be paid in time. All courses must be paid in advance. Nevertheless, we accept payments by week or by month, but always in advance.

Foreign students requiring a visa and/or a B permit must pay a deposit of CHF 5'000 covering the enrolment fee of CHF 400 and the 12 first weeks of the course. The balance of this amount will be reimbursed to the student at the end of the full year course, if all courses have been followed and paid regularly.

On receipt of the CHF 5'000, confirmation of course will be sent to the student together with the required documents needed for the delivery of the permit.

4. Cancellation

If a student wishes to cancel his enrolment

- before the starting date
the enrolment fee of CHF50 and 2 weeks cancellation fees remain due or are not reimbursed
- after the starting date
the total amount invoiced remains due and will not be reimbursed under any circumstances including illness or accident cases. However, in these two cases only will we accept to postpone the enrolment period till the following year on presentation of a medical certificate
- for foreign students
if the cancellation is due to the non-issue of a visa, the total amount paid will be reimbursed to the student after deduction of the enrolment fee and office taxes for a total amount of CHF500 and courses eventually taken till the date of cancellation.

5. Insurances

Personal insurance against accidents and illness are the responsibility of each participant. We can also help you on arrival.

The management declines all responsibility in case of damage to or theft of a participant's belongings.

Any legal conflict which could arise from this contract will be submitted to the jurisdiction of the Lausanne courts.

I have read and accepted Wessex Academy General Conditions and agree to pay the full amount due for the length of enrolment mentioned on the present enrolment form.

Have you already studied in our school?

- yes no

Place and date _____

Signature _____

(Signature of the guardian for a minor)