

Conditions of enrolment 2012

Enrolment

All enrolments are subject to these conditions, which become legally binding on confirmation of acceptance by Anglo-Continental, and to the age limitations and arrangements specified in Anglo-Continental's official publications including the 'Information Guide'.

The enrolled student intends and is able to follow and complete the course of study at Anglo-Continental and declares that he/she shall abide by all current UK laws and leave the United Kingdom at the end of his/her studies.

Anglo-Continental reserves the right to withhold confirmation of an enrolment, at its discretion, if such action is deemed necessary in the interests of the student or the school.

Fees

The fees must be received in full by Anglo-Continental not later than two weeks before course commencement. Course fees are calculated in complete weeks, and any part of a week is counted as a full week.

No compensation, fee reductions, refunds, credit, additional lessons or extension of the course can be given for:

- services or facilities included in the fees and not used;
- late entry to or absence or early departure from a course;
- lessons replaced by testing, class allocation procedures or the sightseeing tour on course entry dates;
- days when schools are closed because of official holidays.

Any refunds which are approved can only be made by the office or Representative to whom the fees were originally paid.

Anglo-Continental reserves the right to make fee adjustments as a result of changes in exchange rates or statutory taxes without prior notice.

School regulations

School regulations are designed to ensure that the courses function smoothly. Acceptance of and compliance with these regulations, and with English law, are contractual obligations on the part of the parent, guardian or other person arranging the student's enrolment with Anglo-Continental.

It is essential that your son/daughter understands that he/she must accept the regulations concerning 'Conduct and Discipline' and 'Permission to go out Without Supervision' as agreed by the Parent/Guardian.

Failure to observe the requirements of conduct described here and in the 'Information Guide' may result in the student being returned home before the end of the course without compensation. Anglo-Continental reserves the right to alter the student's travel arrangements. It is the responsibility of the parent/guardian to arrange for an adult to meet the student at the place of arrival and at a time specified by Anglo-Continental.

Whenever a student is enrolled outside the age range specified for the course, the person enrolling the student accepts responsibility for any problems which may arise therefrom.

Cancellation or postponement of a course

An enrolment is not transferable but may be cancelled or postponed without incurring charges, provided that written notice is received by Anglo-Continental not less than two weeks before the scheduled date of course commencement. In the absence of such notice, or if less than two weeks notice is received:

- in the case of cancellation, a fee of £ 500 is payable in lieu of notice;
- in the case of postponement, Anglo-Continental reserves the right to levy a charge to cover administration and accommodation costs incurred on the student's behalf;
- should the application for a visa be refused, we will refund any published fees paid in advance (after deduction of an administration charge of £ 50) provided that you send us a copy of the letter of refusal from the British Embassy before the intended start date of the course.

Any additional charges for services provided by a third party (such as UK Border Agency fees and courier services) are not refundable.

Curtailed of a course

If a course is curtailed after commencement, no refund can be given. Parents or guardians must arrange insurance against inability to attend or continue a course for medical or compassionate reasons (see 'liability and insurance').

Accommodation

The fee for the first week in accommodation includes a non-refundable administration charge to cover the cost of selection, reservation and administration.

Any request to change or leave homestay accommodation must be made to Anglo-Continental at least two weeks before the date of the proposed move, and approved before the change is made. Failing this, accommodation fees are payable in lieu of notice.

Accommodation fees continue to be payable for any periods of absence during the course.

It is essential that your son/daughter understands that:

- a) he/she will be sharing accommodation with other students and must observe the accepted standards of courtesy and consideration towards others;
- b) he/she will be expected to make his/her own bed, help to keep the room tidy and leave bathrooms and toilets clean for other users;
- c) he/she must observe the bedtimes stated by the homestay family - normally not later than 22.30 hours.

Supervised door-to-door car service

The supervised door-to-door car service is compulsory for students aged 10 - 12 years and is included in the accommodation fees. This service is not available for students aged 16 or over on the Vacation Programme.

Photographs and film

During our courses we sometimes take photographs and film footage, some of which may be incorporated into future publicity material. If you do not wish your son or daughter to appear in any promotional publications, please advise us in writing before the start of the course.

Liability and insurance

Anglo-Continental, its Representatives and staff will not be liable for any loss, damage, illness or injury to persons or property however caused, except where such liability is imposed by statute. It is the parent's or guardian's responsibility to take out personal insurance against all such risks, including inability to attend or continue a course and for the payment of medical expenses.

Force majeure

It shall be a fundamental condition of the contract between the parent/guardian and Anglo-Continental or its Representatives that neither Anglo-Continental nor its Representatives shall be in any way liable to the student, parents or guardians in the event of any service contracted to be supplied by them becoming impossible to supply by reason of industrial dispute or other cause outside their control.

Data protection

To ensure that the course at Anglo-Continental meets your requirements we and, if appropriate, the Anglo-Continental Representative in your own country will need to use the information you provide (such as your son/daughter's personal data and details of any special requirements) in order to process the enrolment.

We must pass this information on to those involved in providing your son/daughter with services relating to his/her stay at Anglo-Continental, such as the reservation of accommodation and transfer services. The information may also be provided, if required, to security or credit-checking organisations, customs and the UK Border Agency as required by English law.

Please note that where your son/daughter's information is held by an Anglo-Continental Representative, it will be subject to your Representative's own data protection policy and your country's national law.

Validity of conditions

These Conditions of enrolment are valid from 1 January 2012 and are subject to English law. The English language version is legally binding in all cases.

Anglo-Continental reserves the right to waive or adjust the specifications of a course, which may include age limits, without prior notification.