

REGISTRATION FORM

Name _____ Surname _____ Sex _____
Address _____
Town _____ Post Code _____ Country _____
Telephone Number _____ e-mail address _____
Date of birth _____ Nationality _____
Profession _____ Passport Number _____
How did you find about us? _____

What level of Spanish do you think you have BEFORE studying in Soleã Spanish School?

- A1 (Beginners) B1 (Intermediate) C1 (Superior)
 A2 (Basics) B2 (Advanced) C2 (Proficiency)*

*You will need to fill out a Level Test.

COURSE

I wish to register in the _____
From _____ to _____ Price of course: €

I will make the payment of 100.00 € as advanced payment of the total price of the course by:

- Bank Transfer to Soleã Spanish School 7 S.L Post Office Giro

IBAN: ES43 1465 0100 9119 0024 3418

BIC/SWIFT CODE: INGDESMXXX

I wish to pay for the rest of the course:

- By bank transfer to the _____
account mentioned above. By Credit Card (only payments in _____
the school). Post Office Giro

I have read and I accept all stipulated conditions contained in "Information and Conditions".

Date _____

Signature _____ (of parents or guardian in the case of under 18)

INFORMATION AND CONDITIONS

Inscription and Course Payment

Inscriptions can be made in the following ways:

- By internet through our web site www.soleaspanshishschool.com
- By ordinary mail, sending the Registration Form to :
C/ Eugenia Viñes, 115
46011, Valencia, Spain.

The inscription is only accepted when a minimum prepayment of 100 €, which will be deducted from the total fee -or the total amount of the stay- is made by:

- Bank / wire transfer, indicating the participant name.
Account Name: Soleá Spanish School 7 S.L.
INGDIRECT IBAN: ES43 1465 0100 9119 0024 3418
BIC/SWIFT CODE: INGDESMXXX
- In cash or Visa, when the inscription is made directly in the school office.

Important:

If the participant pays via bank he will be responsible for paying all bank charges.

If only a prepayment has been made before arrival, the rest of the payment must be made on the first day of course, at the latest, in the school office.

Inscriptions of minors (individual and group stays)

A signed parental authorization form must accompany any inscription of a minor. These kinds of stays (Individual and groups stays of minors) have to be paid in full before arrival.

Inscriptions of groups

These kinds of stays have to be paid in full before arrival.

How to get to Valencia:

Participants will obtain detailed arrival information once they have received the Soleá Spanish School course confirmation and, subsequently, have paid the 100 € prepayment.

Visa

For those participants who need a travel visa in order to attend the course, Soleá Spanish School will provide a confirmation letter so that they can arrange it. For this, participants will have to:

- send the registration form.
- Scan a copy of their current passport.
- have paid the total amount of the course and the accommodation.

For minors, all this documentation must be accompanied by the signed parental authorization form and a passport photocopy of the parent who signed the authorization.

In case of travel visa denial/refusal the school will need a copy of it for any refund (see Cancellation Conditions).

Organization and class schedule

Every lesson has a duration of 50 minutes. The classes will be carried out entirely in Spanish from the first day and without using any other language. Soleá Spanish School teaching staff are all native Spanish speakers.

The maximum number of participants per class is 6 and the minimum is 2. If the minimum number cannot be reached, the number of hours per class will be reduced. Students will not be refunded the difference of the hours.

The classes will be timetabled either in the morning or in the afternoon / evening, from Monday to Friday, except holidays.

Bank holidays: The bank holidays in the Spanish Labor Calendar

When there are two bank holidays in the same week, Soleá Spanish School only takes one of them.

There are no classes on these days, no replacement classes are offered (except for the individual courses and Group Stays) and there is no refund for lost classes.

Teaching Material

Soleá Spanish School provides the participants with all the necessary teaching material during the course: books (when necessary), complementary material, NOT DICTIONARIES.

Accommodation

A week's stay begins on the Sunday before the start of the course (from 16.00 hrs.), and ends on the Saturday, just after the end of it (before 12.00 hrs.). Any arrival before or departure after that which has been established must be made clear to the school and the extra nights paid depending on the type of accommodation.

All information concerning accommodation will be sent to the participant not less than one week before the arrival date and always after having received the prepayment of 100 € (for Group Stays, the amount previously arranged).

Arriving late or Leaving early

The minimum stay for the course (except for individual lessons) and for the accommodation is 1 week. The later arrival or earlier departure with respect to the dates confirmed by the school does not imply any discount or refund on the price of the stay. Neither will it be possible to extend the length of the course or the accommodation for the above reasons.

Cancellation Conditions

Soleá Spanish School Cancellation Conditions are:

Cancellations will be accepted only when the participant provides evidence of justifiable reasons for doing so.

The school must receive notification of a cancellation at least 15 days before the start of the course and in writing via e-mail or letter. Then we will send confirmation of receipt. The school will take into account the date of delivery.

Refunds: If the notification of cancellation is received:

15 days or more before the start of the course, the school will refund all money paid except the prepayment of 100 €

Between 15 and 5 days before the start of the course, the school will refund

50% of the money paid if this amount is higher than the prepayment (100 €).

Less than 5 days before the start of the course or after the start of the course, the school will not refund any money paid.

Change of course and/or accommodation

BEFORE ARRIVAL: If after sending the inscription, participants wish to change type of course, accommodation or dates, they will have to inform the school in writing via e-mail or letter at least two weeks before the start of the course (in high season, one month before) in order to assure the change. If the participant applies for a change less than 2 weeks before the start of the course, this will not be accepted. In case of cancellation of the booking, cancellation conditions will be applied.

DURING THE STAY:

Postponement of the course: if for justifiable reasons (serious illness of participants or his/her relatives (mum, dad, son, daughter, brother, sister) participants cannot carry out their stay in full as booked, they must provide proof with the corresponding document if possible. In this case, participants will have the possibility of postponing their course (for a minimum of 1 week and up to a maximum of 12 months) without losing any money at all on the course (participants will only have to pay the difference in price if the course takes place in a different year and Soleá Spanish School prices have changed). Change of courses: if the participant, when the course has not yet started, and would like to change it, this change will be possible if the following circumstances will be fulfilled:

The course that the participant wants to attend, has to be active in that period and has to include the minimum number of participants.

The duration of the course has to be the same as the one in the previous course.

The cost can't be inferior of the previous course. If it is longer, the participant has to pay the difference.

The change has to be permitted central office of the school.

In both cases (BEFORE ARRIVAL and DURING THE STAY) participants will lose any money paid for the accommodation. All changes of the former inscription will always be subject to availability at the moment of informing the school. Stay Extensions:

If participants wish to extend the length of their course or attend a different one, it will be possible if there are free places. The same will happen with accommodation. For this reason it is important that the school has this information at least 1 week before the end of the first course.

Complementary Courses

Soleá Spanish School will provide the participants with all the information concerning complementary courses not included in the price, windsurfing, yoga, wine tasting, etc. But Soleá Spanish School WILL NOT assume any responsibility for these courses, because it is not the school that organizes or programs them, but specialized organizations external to the school.

Health and Travel Insurance

Soleá Spanish School advises participants to bring, at least, a health insurance with them, and a travel one if they want it too. Those who come from the European Union can make use of the European Health Insurance Card.

Behavior and Conduct Rules

If participants misbehave, have bad manners, are disrespectful to their schoolmates, teachers, etc. or break the school rules in class and/or their place of accommodation, the school will inform them verbally and in writing of the possible consequences of behaving that way. If their conduct does not change after this first warning, the school will start with the expulsion procedure if it is necessary and always in accordance with the current Spanish legislation.

In the case of breaking a local, national or international law during the stay, Soleá Spanish School will take all the necessary steps according to the seriousness of behavior.

The expulsion of any participant implies the loss of any right to receive any kind of refund.

All the expenses caused by the participant's behavior (damage compensations, fines...) will be satisfied by the participant and, in case of underage participants, by their parents or legal guardians.

Complaints and Conflicts Resolution

Soleá Spanish School can manage all the necessary procedures to solve any problem that may occur during a participant's stay at their earliest convenience. Participants will have to communicate their complaints in writing. Subsequently, the school will have to reply under the same conditions.

Soleá Spanish School will not accept any claim and/or complaint made after departure that was not made clear to the school during the participant's stay in a written form as it would therefore not have been possible to carry out any procedure to resolve the problem in time.

Publicity/Advertisement

Soleá Spanish School is not responsible for any advertisement made by others concerning the school.

PRIVACY ADVICE

You allow Soleá Spanish School the automatic use of your personal data. Soleá Spanish School 7 S.L., according to the Organic Law 15/1999, of 13th December, about the Personal Data Protection, informs you that the personal data given through its web page www.soleaspanshishschool.com will be treated in a confidential way. Such personal data will be used only by the Soleá Spanish School 7, S.L., for the provision of services through the web page, as sending mails to the one, who has registered.

In compliance with the provisions of article 5 of the Organic Law 15/1999, of December 13, Protection of Personal Data (LOPD), they are informed that the personal data you provide to us will be stored in a file that is from Soleá Spanish School 7, SL. You can exercise your rights of access, rectification, cancellation and opposition to the processing of such data, in the terms established in the LOPD, at c/ Eugenia Viñes, 115 46011, Valencia.

Soleá Spanish School 7, S.L., does not sell or lend to thirds the personal data given. The user guarantees that personal data are truthful and is responsible to communicate any changes of these.

Soleá Spanish School 7, S.L. has taken all necessary safety measures to avoid the alteration, lost, not permitted treatment or access to the data. Even so, the user has to be conscious that the security measures are not impregnable on Internet.

The very fact of enrolling and attending a course implies the acceptance and fulfillment on the part of the participant of all the information and General Conditions included in these pages.

Soleá Spanish School 7 S.L reserves the right to change or modify anything expressed in these pages whenever there is a justified reason for doing it.