

TERMS AND CONDITIONS

1. The **minimum age** to enroll at the Italian school is 16.
2. The school reserves the right to cancel any course, to modify the course calendar and to change the prices on the basis of alternative solutions proposed to the clients if the minimum number of students is not reached. **Lessons** normally take place from Monday to Friday. Neither lessons take place nor reimbursement is given for national or local holidays, except by prior written agreement. The school remains closed on national and city holidays.
3. Courses start every Monday.
4. **No reimbursement is given** for students who miss lessons (for example if they arrive after the beginning of the course or leave before the end of the course).
5. **Enrollment procedure:** together with your application form you are requested to send receipt of the payment of 100% of the total cost of the course and the requested housing. Payment can be made by cash, credit card or by bank transfer. To be admitted into the course you will have to produce evidence of payment, otherwise the student will not be admitted into the classroom in any case. Cost of transferring payment to STUDIOTALIA must be covered by the agent/student. STUDIOTALIA will not tolerate any deduction from invoices by agent/student for bank charges.
6. **Students** coming from countries that require a visa to study abroad need to contact the **Italian Embassy** in their home country beforehand to complete formalities. A certificate of enrolment issued by the school, which is one of the requirements for obtaining a visa. In order to receive a certificate of enrolment the student must pay in advance all the required fees. In case of refusal of the visa 90% of the full fees will be refunded, with the exception of the following expenses, which will be charged either to individual participating or to the agent: 10% of the total amount of the course, plus enrolment fee, plus the single costs for visa procedures: signature notary fee and invitation authenticated by the **Chamber of Commerce**, insurance policies, bank services for reimbursements as well as **DHL mail service**.
7. To cancel enrolment the following conditions apply:
 - cancellation with at least 30 day notice from the beginning of the course: no penalty, **full reimbursement**;
 - cancellation between 29 and 15 days from the beginning of the course: **50% of the total amount penalty**. However, during this period if the withdrawing student is replaced by another participant, the student who cancels will be charged only a set free of Euro 93.00 for administrative fees.
 - **No reimbursement** whatsoever will be given for cancellations 14 days or less prior to the beginning of the course on. Cancellations have to be communicated directly in writing (registered letter, telegram, fax or e-mail), no other forms will be accepted.
 - **One to one lessons** must be cancelled at least 24 hours in advance (working days monday to friday), otherwise the lesson will be charged.
8. In finding housing the school only acts as an intermediary between the renting agent and the student, and takes no responsibility regarding the relationship between the two.
9. Enrolled students **have no insurance coverage** with regard to damage, accident or illness. An insurance plan is advised.
10. **By signing the enrollment form** or any other written form of registration the participant accepts the **Terms and Conditions**.