

General Conditions

Complete the online form on our web page www.clic.es.

- Please, take into account the starting dates for beginners and public holidays. There are no classes on public holidays.
- Classes missed cannot be recuperated with the exception of private lessons.
- On holidays coinciding with a Monday, there is a reception of new students, level test and orientation walk. Classes will begin on Tuesday.
- By email, you will receive the confirmation of your programme as well as detailed information for your journey and stay. CLIC will keep the preliminary reservation for 72 hours. On receipt of the total amount (or payment copy thereof) CLIC will reserve your booking. For long-term stays (for 12 weeks or more), students can pay in two instalments. The second instalment is due 30 days prior to the course start.
- It is compulsory to buy the course book (30€ per level).
- One lesson is 50 minutes.
- Note for all group courses: if only 1 or 2 students enrol on a certain level, the number of lessons will be reduced to half the number of private or semi-private lessons per week.
- VAT is included in all prices when applicable.
- Approximately 10 days before the course starts and once full payment has been received, CLIC will send you the accommodation details.

PAYMENT

Please note payments are only accepted in euros.

- a) **BANK TRANSFER** (all charges to be paid by the student) to our account.
For transfers from outside Europe, please add 15€ to cover bank charges.
Any excess amount will be refunded when the money arrives.
Please state your name, type and date of course on all transfer forms:

Seville: Caixabank: C/ Charles Darwin s/n. 41092 Sevilla.
Account Holder: Clic Centro de Lenguas
IBAN (International Banking Account Number): ES 2721 0021 4369 0200 0939 71 BIC
(Bank Identification Code): CAIXESBBXXX

Cádiz: Caixabank: C/ Doctor Gómez Plana, 1. 11008 Cádiz.
Account Holder: CLIC Cádiz.
IBAN (International Banking Account Number): ES19 2100 1608 6902 0008 8661.
BIC (Bank Identification Code): CAIXESBBXXX.

Málaga: Caixabank: C/ Charles Darwin s/n. 41092 Sevilla.
Account Holder: Centro de Lenguas CLIC Málaga.
IBAN (International Banking Account Number): ES1321003723542200036939.
BIC (Bank Identification Code): CAIXESBBXXX

- b) **BY CREDIT CARD.** (Visa, Mastercard, Maestro),

- c) **ONLINE PAYMENT:** We will create a secure link for you to pay.

ENROLMENT CANCELLATIONS

Prior to the start of the course:

- a) Cancellations with a minimum of 30 days advance notice:
CLIC will reimburse the full payment less 200€ course fee and 150€ administrative charge for the accommodation.
The course fee will be valid for another course starting during the same year.
- b) Cancellations with 29 to 1 days advance notice:
The student will be required to pay two weeks of standard course and accommodation (where applicable).

After the start of the course:

- c) Students who start but do not finish their programme will not be reimbursed any course fees.
- d) Accommodation can be cancelled with a minimum of 30 days advance notice. CLIC will reimburse the outstanding amount that has not been used, less 20% administration charges.