

Enrollment conditions

General :

- On formalizing enrollment onto a course and accommodation students accept the General and Payment Conditions and Payment method, as well as the norms, rules and guarantees of Lingua Globe.
- The school may change courses, timetables and prices at its discretion. The client is entitled to a full refund of tuition fees if the school is not able to offer the requested course
- Lingua Globe accepts no responsibility whatsoever for students actions out of their centers.
- Lingua Globe assumes no responsibility for accidents, theft or injuries during the client's stay, you must contract these services with the other company.
- The client is fully responsible for adequate travel documents and travel insurance.

Course

- The minimal age to participate in Lingua Globe´s courses is 18 years old.
- The enrollment of the course could carry out by:
 - Internet through TPV system.
 - By cash at the arrival to the center.
 - Bank transfer.

Payment period:

- Inscription to formalize the registration : 60,00 € (price deductible of the enrollment)
- A) Whole payment in the enrollment by Internet with a 5% discount.
- B) 50% of payment in the enrollment and 50% at the arrival.
- C) 100% of payment at the arrival of the center Less 60,00 € of Inscription

Conditions of cancellation of the course.

- The inscription is not returned in any case
- The refunds of the payments will be carried out in the way like the entrance has been received
- a) Once the elected Spanish course has begun, The student will receive 70% of the unrealized course.
- b) 30 days before the beginning of the course. 100% of refund, less enrollment price (60,00 €)
 - o a. The student could cancel the course with the right of the refund of the 100% of the cost of the course in Lingua Globe SA. The bank cost by the cancellation and the refund are student´s obligation.

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- c) 15 days before the beginning of the course. 90 % of refund. less enrollment price (60,00 €) The student could cancel the course with the right of 90% of the cost of the course in Lingua Globe SA.
 - o The bank cost by the cancellation and the refund are student´s obligation.
- d) Lingua Globe cannot be held responsible for cancellations due to health or personal issues.
- All students who wish to cancel their program (course and/or accommodations) prior to their arrival should notify Lingua Globe in writing by fax, +34 923120055 or email cursos@lingua-globe.com. Cancellations not received by one of the two previously mentioned means will not be accepted.

Conditions of the change of course

- The student could change the course, but she/he will have to pay the difference if the chosen course is more expensive.
- b)The student could change the level of the course without any problem if there is an available group

Including services in the price

- Educational material, notebook, pen, folder and text book.
- Facilities of the center: library, multimedia room, laboratory of languages

Accommodation

- All prices of accommodation is per person and week
- All accommodation is arranged from the Saturday evening before the course begins until the Saturday morning after the course ends. Extra nights can be arranged The price will depend on the elected accommodation type.
- Prices for alternative types of accommodation (hostels, hotels...) are available on request.
- Water and electricity costs are included in the fees
- Students who choose accommodation in an apartment will be asked to pay a deposit of 100 € on arrival. Any loss or damage that is attributed to the student will be deducted from de deposit before the balance is returned.
- - The lodging in family should be requested with at least a month of advance

Insurance

- Students are not covered for any illnesses, accidents or loss of personal property (either at in the accommodation or in the school). Lingua Globe recommends that students obtain their own insurance policy and medical insurance policies

Visa for Spain

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- Citizens of EU countries do not need a Visa to enter Spain.
- Students coming from non-EU countries should obtain information regarding the requirements for obtaining a visa at their nearest Spanish Embassy or Consulate.