



General Conditions 2011

(Teaching Proficiency in French)
July and August 2011

REGISTRATION PROCEDURES

We recommend to complete the registration form online (check on our web site) . We will confirm reception of the registration form within 3 days. The registration form must arrive no later than Friday June 10, 2011.

The registration form must be accompanied by a deposit of \$300 CAD payable to CADFEL, the non for profit organization that administers the Académie des langues de Trois-Pistoles. This amount is deductible from the total cost of admission to the program but does not include the bank charges on money transfers. Shortly after reception of the registration and the deposit, l'Académie des langues will confirm admission in writing.

Canadian citizen may send regular cheque by mail. Please indicate the name of the student, and the date of the program. Outside Canada, we recommend to make this payment by means of an international credit transfer. Ask us for bank details. To avoid double bank charges, you can make one full payment.

Students to the teaching proficiency in French program must signed an acceptance of the rules of the program including homestay. Documents will be forwarded shortly after registration.

REGISTRATION FEES

\$300 (Deposit) + \$1 485 = \$1 785 CAD

The remaining balance of \$1 485 CAD must be forwarded to the Académie des langues the latest on Friday July 1ST, 2011 by cheque for Canadian or means of an international credit transfer.

LANGUAGE TRAVEL AGENCIES

Special agreement could be taken with Language travel agencies. Contact our office for more details.

VISA

Participants from most European countries and the Americas are not usually required to obtain a visa if the period of study amounts to less than ninety (90) days. Participation to this program is usually considered as tourism. Nonetheless, if you are not a resident of North America, we recommend that you contact a Canadian Embassy or Canadian Consulate to confirm your visa status. You may be asked to show your letter of admission to an immigration agent when you arrive in Canada (<http://www.cic.gc.ca/english/visit/index.html>).

MEDICAL CARE

Participants must arrange for accident and health insurance to cover their stay in Quebec before leaving their country and even another Canadian province.

RESPONSABILITY

Académie des langues de Trois-Pistoles ensure that safety of students will be the first concern during their stay but they accept no responsibility whatsoever for any loss or damage to the personal belongings or property of a student or for any injury to or death of a student occurring on or off school property. Students must comply with the rules of the school, the residence and the homestay. Failure to do so may result in dismissal. Director must receive a written description of all complaints.

An interview and placement test will determine the level of study for each student before the beginning of the program.

REFUND POLICY

- The deposit fee of \$300 CAD is non-refundable in anytime
- If a student withdraws eight to thirty (8 to 30) days before the program start date, 50 % of the total cost will be charged to student
- If a student withdraws seven (7) days and less before the program start date, there will be no refund
- If a student withdraws after the beginning of the program, there will be no refund.

**We strongly recommend to take a cancellation insurance
to avoid those charges**