

Name : Surname :
 Date of birth : / / Sex : M F
 Nationality : Profession :
 ID number :
 Address :

 Tel : Email :
 What is your mother tongue ?
 What language(s) do you speak ?

COURS DATES : *from (Monday)* ___/___/___ *to (Friday)* ___/___/___

Have you ever learned French before ? Yes No If yes, for how long ?
 Estimated level of French : If yes, when ?
 Have you ever passed a French exam ? Yes No If yes, what level?

Online French Courses

- General French Standard Course Online (20 lessons/week) - (Complete beginners : 1st Monday of the month)
- General French Intensive Course Online (30 lessons/week) - (Complete beginners : 1st Monday of the month)
- DELF B2 Preparation Course Online (6 lessons/week)
- Private course (45 minutes each, min. 4 sessions/week) - Please specify how many sessions per week :

FRENCH TEST

To confirm your inscription, please do the online test before your arrival, 4-6 weeks before the latest. Our pedagogical team will contact you in due time to provide you with the link to take it.

HOW DID YOU FOUND OUT ABOUT ACCENT FRANÇAIS ?

- Internet, what website ?
- School authorities, what school?
- Alliance Française, Institut français, Centre Culturel Français... City ?
- Other :

PAYMENT

To confirm my reservation, I send 100% of the total price by :

- Credit / Debit card or Paypal : please use this secured link to process payment <http://accentfrancais.flywire.com/>
- Bank transfer to Accent Français
Banque populaire du Midi – Agence Montpellier Comédie
Bank : 16607 Account number: 00219-09405421018/92
IBAN : FR76 1660 7002 1909 4054 2101 892 - SWIFT : CCBPFRPPPPG
- I read and accepted the terms of inscription, payment and cancellation and the general conditions (<https://www.accentfrancais.com/terms-of-sale>)

Date Signature

Places are very limited, we kindly invite you to fulfill your payment as soon as possible to confirm yours.

Thank you for choosing Accent Français for your French language course !
 A bientôt !

GENERAL TERMS AND CONDITIONS 2021

ACCENT FRANÇAIS is happy to welcome you and guide you all the way through your learning process. For an optimum group experience, please comply with the following conditions. These conditions are applicable in all the school's premises on 7 Verdun Street, 2 Verdun Street and 12 Boussairolles Street in Montpellier.

REGISTRATION

To book your programme, you must send us your duly completed registration form :
- from our website : <https://www.accentfrancais.com>
- by postal mail sent to Accent Français, 2 rue de Verdun - 34000 Montpellier - France
- on-site at school reception

In order to confirm your booking, please pay 100% of the total amount.

We will send you the final confirmation of enrollment when your registration is complete (registration form, full payment and other documents). Accent Français reserves the right to cancel your registration if no payment is received 1 month prior to the start of the course.

We also ask you to take our level test at the latest 4 to 6 weeks before course starts, in order to confirm your course program and for us to organize it under the best conditions.

PAYMENT

The payment can be made by:
- FlyWire : <https://www.flywire.com/pay/accentfrancais/>
- Credit card (Visa, Eurocard, Mastercard) from 300€
- Bank transfer in Euros to our bank account with the following details:
Banque populaire du Sud - Agence Montpellier Comedie
Banque: 16607 - Compte: 00219- 09405421018/92
IBAN: FR76 1660 7002 1909 4054 2101 892 - BIC number: CCBPFRPPPPP
- Cheque in Euros to Accent Français 2 rue de Verdun 34000 Montpellier France
- In cash at school reception 2 rue de Verdun 34000 Montpellier France

The payment must be done in Euros whatever the chosen payment method. All bank charges are at the customer's expense.

CANCELLATION POLICY

In accordance with European directive 97/7 for any distance contract, you can use your right to retract within 7 days from the day you have booked.

Cancellations must be sent to us in writing by postal mail or e-mail. The cancellation will be effective at the date of reception of the letter/e-mail.

Cancellation fees

- Registration fees are non-refundable (80€),
- Cancellation until 30 days before the course starts : 30% of total fees retained,
- Cancellation 16/29 days before the course starts : 50% of total fees retained,
- Cancellation 3/15 days before the course starts : 75% of total fees retained,
- Cancellation Friday before the course start : 100% of total fees retained.

Visa refusal

In case of visa refusal, your stay will be cancelled upon reception of the visa refusal letter. To claim for a refund, you must inform us about the visa refusal 2 weeks before arrival the latest. We will then reimburse the stay less registration and bank fees. In case we were not informed in due time, our cancellation fees policy will be applied.

Changes to the dates of the stay

If you must delay your arrival, please inform us 1 month before arrival the latest. In case you inform us less than 30 days before arrival, we will apply change of dates fees (50€).

Early departure

No refund will be made after arrival and course start.

MINOR STUDENTS

Accent Français is a school that welcomes students from 16 years old year round. In our adults programmes (16+), Accent Français does not provide specific supervision of minor students. We accept children from 12 years old in our juniors programmes which include specific supervision of students.

A liability release form must be returned to us before the beginning of the course. Students whose parents have not completed, signed and returned this form, will not be permitted to start the programme.

INSURANCE

Accent Français has subscribed an insurance policy to protect people on its premises and during educational outings.

Health: Students are responsible for any expenses incurred in case of illness or accident. We strongly advise non-European students to make sure their health insurance will cover their expenses and medical costs. You must check with your insurance company the conditions for quarantine and disease management with your insurance before travelling. A pandemic may force the health authorities to quarantine a sick student which results in additional accommodation costs, which is not the responsibility of Accent Français. Accent Français reserves the right to refuse access to courses to any student suffering from physical or mental pathologies that have not been reported during their registration, or informing us after arrival of a pathology that could endanger students and staff of the institute.

We also advise you to subscribe to a "personal liability" insurance policy to protect you in case of damage caused to a third party during your stay. Accent Français cannot be held liable for any theft, damage or loss of personal belongings of students during their stay.

ANNUAL CLOSING AND BANK HOLIDAYS

The school is closed on French bank holidays, no class are held on those days. Either an excursion is offered to replace the course or the classes are made up during the same week.

The school will be open from 04/01/2021 to 17/12/2021.

COURSE ORGANIZATION

At Accent Français, you will be placed in a group of people corresponding to your level of French determined by our written and oral tests. The oral test is organized on your first day at the school between 8:30 and 9:15 a.m. If you are not present for the test, our pedagogical department will organize another one as soon as possible. For pedagogical reasons, the limit to pass your test and start your course the same day is Tuesday at 8:30 a.m.

Accent Français guarantees courses for all levels from A1 to C1, all year round, with a minimum of 4 participants per class for the Standard and Intensive Courses, 2 participants per class for the DELF/DALF preparation courses. If a group does not have enough participants, Accent Français reserves the right to reduce the number of lessons from :
- 50% of the initial timetable for the Standard and Intensive courses,
- 30% of the initial hourly volume for the DELF/DALF preparation courses.

In the event that a complete beginner does not arrive at the right date or in case a student has reached C2 level, Accent Français reserves the right to cancel the programme and to reimburse the client for the course fees.

One lesson lasts 45 minutes; your course schedule is posted at the reception on Monday morning before classes start. Students are invited to check it and to let us know in case of absence. Any missed course is lost and can neither be rescheduled nor refunded. The students will receive a certificate with the level of French they are attending at the end of the course.

Courses are held in French for better efficiency. For teaching purposes, teachers may ask you to use your smartphone or personal computer. Don't forget them!

Please arrive on time for courses to avoid disrupting the course. Your teachers will fill in presence sheets once the course starts. If you arrive too late or if your lateness occurs too many times, access to the classroom may be denied.

SECURITY - PREMISES - HYGIENE

The institute is equipped with emergency exits marked with lighted signs. In case of fire, please follow instructions displayed on the information board under the extinguishers, and instructions given by Accent Français staff. A student who sustains injury or the witness of an accident within the school must declare the accident or incident to Accent Français.

Smoking is forbidden inside the school and on Accent Français balconies. In order to keep buildings as clean as possible, it is forbidden to throw away cigarette butts or rubbish outside of bins.

It is forbidden to leave any vehicle or bike in the building (hall, corridor, etc.). It is strictly forbidden to leave unattended personal effects on Accent Français premises, except express approval. Your personal belongings are under your sole responsibility in classrooms during breaks. Accent Français declines any responsibility in case of theft.

If Accent Français is forced to close due to a force majeure, such as a new wave of Corona Virus, we will ensure pedagogical continuity and the courses will be given online without any possible postponement or refund.

Accent Français reserves the right to expel a student with no refund in situations such as possession or consumption of illicit products, abusive alcohol consumption, drunkenness during courses, vandalism, repeated disturbances during courses, repeated violation of the schools' rules, harassment or threats towards other students or staff.

When a member of Accent Français staff considers taking a sanction resulting in the removal of a student during the courses, a disciplinary procedure is put in place. This procedure provides for a meeting with the management of the school to examine the envisioned sanction and student's explanation.

ACCOMMODATION

If you choose to stay with a host family, you should be aware that even though the families respect the sanitary protocol, promiscuity is obvious. The minimum distance of 1 meter can be difficult to respect when living with a family and sharing meals, kitchen, living room and bathroom. Accent Français and the host families are not responsible in case of contamination.

For accommodation in hotels or apartments in private residences, each accommodation sets up its own protocol. Accent Français cannot be held responsible in case of contamination.

IMAGES BROADCAST AND DATA PROTECTION

During your stay, we may take pictures, videos during courses, activities etc. and use them to promote Accent Français (website, social networks, etc.). Acceptance of our general conditions at registration implies acceptance of the use of these pictures and videos, with no limit in time.

All necessary data given during your registration are collected and processed to provide you with the best possible service. This data is for internal use only. The French law on data protection gives you the right to access and change your contact details. If you wish to exercise your right, please contact us at the following email address: contact@accentfrancais.com

CLAIMS AND LITIGATIONS

You can make suggestions or file a complaint concerning the organization or the progression of your stay by filling in a comments form available upon demand at the reception. It is important that you provide us with detailed information in order for us to solve your problem as soon as possible.

In case of dispute, the Court of Montpellier will be the only court qualified in the matter.