

REGISTRATION

REGISTRATION FORM TO THE FRENCH COURSES

TERMS OF ENROLMENT

- Minimum age required: 18
- We will send you a confirmation mail or email and an invoice as soon as we receive your registration form.
- You will be definitively registered after we receive one third of the total fees.
- You will receive the necessary documents to a visa when you are definitively registered.

Any amendment made after your registration has been confirmed will be charged 50 euros.

CANCELLATION TERMS AND CONDITIONS

- Between 2 and 4 weeks before your course begins: your deposit will not be reimbursed + cancellation fees of 50 euros
- If your course has already started: ALAJI SAS reserves the right to keep the sum that has already been paid in its entirety.
- If you wish to cancel your course because you have not obtained a visa, ALAJI SAS commits to reimburse the amount received. In this case, you will be asked to provide an official document.
- If you cancel or delay a one-to-one tuition less than 10 days before the due date, the tuition fees are non-refundable.

NB: Group classes with less than 5 students registered before their start will not take place. ALAJI SAS commits to reimburse the administrative costs.

PAYMENT TERMS

Payments shall be made in euros to ALAJIS SAS (potential bank transfer fees will still be charged to the issuer).

The total amount of the invoice shall be paid by the first day of the course at the latest.

- **Via bank transfer to ALAJI SAS**
BIC : SOGEFRPP - IBAN : FR76 3000 3014 6000 0200 9493 972
- **By check – endorsable in France and payable to ALAJI SAS**

Please indicate clearly your family name, your name and your address when you proceed to payment.



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Please fill the registration form and send it to us with your payment (deposit or total amount) to :

ALAJI SAS
Ghyslaine LOSSEROY-POMPEY
10 Rue Graham Bell – 57050 METZ
FRANCE
Mail : secretaire.metz@alaji.fr

YOUR DETAILS

Mrs. Mr.

Birth Name :

Name :

First Name :

Birth Date :

Place of Birth : Birth Country :

Nationality :

Address :

ZIP Code : City :

Country :

Phone Number : E-mail :

Occupation :

Level of Schooling :

Have you already obtained a diploma in French?

Yes No

If so, please indicate which one(s):

YOUR COURSE OPTION

	Choice 1	Choice 2	Choice 3
Chosen option: (Intensive, extensive, evening courses...)			
When do you want your course to begin?			
When do you want your course to end?			