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APPLICATION

For Distance Tuition via Skype

COURSE	English as a Second Language 8 lessons/month
Cost of tuition	\$200/month
Age	6-80 y.o.
Type of tuition	Skype
Form of tuition	Group Tuition
Tutor	Russian speaking
Certification upon completion	ESL GC Diploma

AGREEMENT

PAYMENT REGULATION

- 1.1. All sessions must be prepaid by the 3rd day of each month.
- 1.2. Late Fee in the amount of \$15 will be applied on the 4th and on the 15th day of each month and \$1 Late Fee will be applied for each delinquent day until the 15th day of the month.
- 1.3. The student will be dismissed if the payment is not made on the 15th day of the month and late fees will be applied to Student's account.
- 1.4. All payments are non-refundable.

LIABILITY WAIVER

- 2.1. I agree to participate / I agree my child to participate in the Distance Tuition of New English Study Learning Center (NES LC).
- 2.2. I agree to attend / I agree my child to attend online sessions and to log in on time.
- 2.3. I will not hold NES LC, its host facility, directors or any of its staff and volunteer workers liable for any injuries, accidents, illness or other things unexpected occurring to me or my family members.

VIDEO/PHOTOGRAPHY RELEASE

3.1. I give permission to NES LC to photograph/videotape me/my child for the following purposes:

- Display in facility bulletin boards/portfolios
- Use photos/videos in promotional materials
- Display photos/videos on facility website/youtube/social pages
- Promotional photos/videos
- Show results of students' progress during meetings

3.2. This release statement will remain in effect during the term of my enrollment and will be valid after my enrollment will end.

TUITION REGULATIONS

4.1. Students will not be permitted for the session in case of unpaid tuition and can lose the spot in a group.

4.2. Absences due to student's illness or any other reason will not be credited or refunded.

4.3. Students and/or their parents are not allowed to ask teachers for personal information or to give teachers any contact details, and should not try to contact teacher in any way outside of class hours.

4.4. All NES materials can be used only for personal studying purpose and cannot be copied or shared.

4.5. Students are to be polite and treat with respect teachers and other students or will be disconnected and reported to the office.

4.6. Absences require prior notice with management, will be recorded on student's file and might require a makeup class at extra cost if the student request a certificate.

4.7. Restricted conversation topics during lessons: personal relationships; politics; religion; tuition cost.

4.8. Students agree to attend lessons by login into Skype account.

4.9. Classes can be videotaped without prior notice and materials can be used as stated in Video/Photography release.

4.10. Students are required to use High-Speed Internet with turned on web camera. All students are required to have computer with web cam. Headphones/microphone are recommended but optional. Students without turned on camera will be disconnected immediately and will not be able to participate in lesson.

4.11. Students are required to mute their microphones in case of noise on their side.

4.12. Students have to be dressed properly. Students without clothes will be disconnected and blocked.

4.13. Not recommended to eat during lessons.

4.14. Students are forbidden to connect to the lesson while operating a vehicle. Students, operating a vehicle, will be disconnected immediately.

4.15. Students are not allowed to take videos and photos of the lessons.

4.16. Students are not allowed to connect/disconnect other students to/from lesson.

4.17. It's recommended to connect from the PC/laptop.

4.18. Certification upon completion of the course has to be paid separately in the amount of \$185. Certificates/diplomas will be shipped to the address, stated in application form, unless stated otherwise.

TERMINATION POLICY

5.1. No termination notice required from the student. The Student can quit at any time. No refund or compensations can be made.

5.2. NES LC has the right to terminate this agreement at the end of the prepaid month and has the right to decline student's tuition payment for the next month. Student can be banned from classes for violation of the rules and regulations, missing classes without prior notice, being rude to others and disturbing teaching process.

5.3. Teachers have the right to disconnect student from the class at any time and report inappropriate behavior to the management.

I have read, understand and agree with statements, policy, rules and regulations stated in this agreement and I agree to assume the responsibility stated in this agreement and waive all claims as indicated.