

ITALIA CONTI

Terms and Conditions

Italia Conti Short Courses or Part-time Courses

1. All bookings will be dealt with by order of receipt. Payment must be received when booking. Confirmation of your booking will be sent on receipt of payment and application. Bookings will be non-transferable to either another course or another participant.
2. Where applicable, specified age or level ranges are a guide. The course leader may require further evidence of correct level such as online footage or a short demonstration of exercises in person in order to safely place the student. This depends on the course applied to.
3. Courses may be cancelled by Italia Conti if a certain number of viable applications are received. Full refunds will be made in these cases.
4. Applicants who withdraw voluntarily will have their tuition fees refunded, subject to the following: Withdrawals before the start date will incur a 10% administration charge. There will be no refund for withdrawals made during or once the course has commenced, unless a medical certificate can be produced. Students are always welcome to attend online and take notes if they are unwell.
4. Applicants with an existing injury may attend the course but at their own risk.
5. Physical contact may be deemed necessary by members of the teaching faculty. By attending the course, you agree that this can take place when appropriate.
6. Italia Conti reserves the right to alter the advertised programme and/or faculty without prior notice. The information in emails, electronic brochures or notices will be correct at the time of publication.
7. To qualify for relevant discounts, application forms and payment must be sent at the same time. Please note discounts will not be applied retrospectively. Student discounts must be applied for in the first instance if applicable.
Two siblings: 10% off total cost of tuition fees, both siblings must be booked on to the same course (different levels are permitted).
Three or more siblings: 20% off total cost of tuition fees, all siblings must be booked on to the same course (different levels are permitted).
8. All participants will be sent a code of conduct (see below). Participation on this course means you are prepared to follow this code. Failure to observe this code of conduct may result in participants being asked to leave. Italia Conti reserves the right, at its discretion, to refuse admission to any participant prior to, or during the

event, in the event that the code of conduct is contravened. In this instance no refund will be given.

9. Data Protection Statement

Italia Conti holds information about our customers to enable us to carry out our business as a College of Higher Education. This information includes the contact details you supply to us and may also include information on examinations, courses and student records. We will not disclose your information to third parties outside Italia Conti except where the law allows or requires, or where you have given your permission to do so. We take this duty extremely seriously. We may from time to time email you about other carefully selected Italia Conti courses or events which we think will be of interest to you. If you would like to be a part of this mailing programme then please tick this box.

10. Any student unable to attend class should notify the office by emailing the organiser.
11. Italia Conti do not accept responsibility for money or articles lost on the premises.
12. Italia Conti reserve the right to amend or alter the rules and conditions of Italia Conti at any time.
13. Fees for termly classes must be paid before the first class of each term. Failure to do so may result in withdrawal of a place. A term's notice must be submitted in writing or by email to withdraw. In the event of classes not going ahead in an Epidemic or similar situation outside the control of Italia Conti, classes will move online to Zoom or similar. In this case, refunds will not be made. Fees for occasional courses or short courses must be made by the cut-off date. In the event of classes not going ahead in an Epidemic or similar situation outside the control of Italia Conti, classes will move online to Zoom or similar. In this case, refunds will not be made., national crisis or any circumstances over which the directors have no control, fees will not be returned, or any compensation made whatsoever. However, courses may be offered on an online basis.
14. Parents/Guardians/Carers are only permitted to watch classes at the Directors discretion.
15. I agree to stills or video to be taken during training or productions to be used for promotional purposes.
16. In the event of withdrawal, I agree to give one terms notice of such intention in writing or pay the equivalent of one terms fee in lieu.