

Nationality

Mister

Miss/Misses

SURNAME

Name

Date of birth

City of birth

Telephone number 020

Email or Facebook

Adresse



FRENCH COURSES

- A1.1 Beginner class (40h): Monday, Wednesday from 5.30pm to 7.30pm
- A1.1 Beginner class (40h): Saturday from 8.30am to 12.30pm
- A1.2 – B2.4 (50h): Monday, Wednesday and Friday from 5.30pm to 7.30pm
- A1.2 – B2.4 (50h): Tuesday and Thursday from 5.00pm to 7.30pm
- A1.2 – B2.4 (50h): Saturday from 9.00am to 12.00am
- Les loustics (6 to 12 years old): Saturday from 8.30am to 12.30pm
- Adosphère (12 to 15 years old): Saturday from 8.30am to 12.30pm



LAO COURSES

- Lao Survival Kit (20h): Tuesday and Thursday from 1pm to 2pm
- Lao Extensive term (50h): Monday, Wednesday and Friday from 5.30pm to 7.30pm



ENGLISH COURSES

- Life (40h): Monday and Wednesday from 5.30pm to 7.30pm
- Life (40h): Tuesday and Thursday from 5.30pm to 7.30pm
- Academy Stars (24h): Saturday from 9.00am to 11.00am

GENERAL TERMS AND CONDITIONS

COURSE FEES -

1. Tuition fees must be paid normally before the start of the course.
2. Installment payments are not accepted.
3. The tuition fees do not include the price of the textbook. Manual purchases cannot be refunded, except in the case of defective books.
4. School fees include a free membership to the media library of the Institut français du Laos for the duration of the course.
5. Except in specific cases, courses are limited to 16 students per class. Only the full payment of the registration fees generates the reservation of a place in a group.

COURT POLICY

6. A free placement test is provided by the IFL, at the set times, in order to decide which course is the most suitable. The IFL reserves the right to refuse registration for a course for which it does not consider the appropriate level. A paid placement test is also offered outside of working hours.
7. If a teacher is unable to teach due to illness or personal reasons, the IFL will do its utmost to find a replacement at the time of the course. If this is not possible, the IFL reserves the right to replace the course on another day.
8. If a course is not adapted, transfer to another appropriate group is possible during the same session.
9. The IFL reserves the right to refuse or revoke a registration if false information has been provided by the learner.
10. Learners are responsible for their property; the Institute cannot be held responsible for their loss or damage.
11. Any complaint or recommendation can be sent in writing to the Course Director (cours@if-laos.org) and the Secretariat (info@if-laos.org).

REFUND CLAIMS

12. Learners are invited to reflect on their commitment before registering. Tuition fees are refundable only upon written request, sent to standard@if-laos.org Cancellation fees are: 25% of the total course fee if the written request is received more than 6 days before the start of the course, 50% if the request arrives after this deadline.
13. No total or partial reimbursement can be granted for courses not attended or in the event that the learner wishes to stop during the session, except in cases of force majeure (health, with medical certificate, professional transfer...).
14. The IFL reserves the right to cancel courses due to insufficient enrolment. The tuition fees will then be refunded in full. The IFL can also offer the learner an alternative course (group or individual) that improves his or her skills.

DATE

SIGNATURE

