General Conditions

Complete the online form on our web page **www.clic.es.**

- Please take into account the starting dates for beginners and public holidays. There are no classes on public holidays.
- Classes missed cannot be made up with the exception of private lessons.
- On holidays coinciding with a Monday, new students will be welcomed and taken on an orientation walk. Classes will begin on Tuesday.
- By email, you will receive the confirmation of your programme as well as detailed information for your journey and stay. Clic will keep the preliminary reservation for 72 hours. On receipt of the total amount (or payment copy thereof) CLIC will reserve your booking. Approximately 10 days before the course starts and once full payment has been received, CLIC will send you the accommodation details.
- It is compulsory to buy the course book (30 € per level).
- One lesson is 50 minutes. Note for all group courses: if only 1 or 2 students enrol on a certain level, the number of lessons will be reduced to half the number of private or semi-private lessons per week.
- VAT is included in all prices when applicable.

PAYMENT

Please note payments are only accepted in euros and must be received by CLIC.

a) BANK TRANSFER (all charges to be paid by the student) to our account. Please state your name, type and date of course on all transfer forms.

Seville: Caixabank, C/ Charles Darwin s/n 41092, Seville.
Account Holder: Centro de Lenguas e Intercambio Cultural S.L.
IBAN (International Banking Account Number):
ES27 2100 2143 6902 0009 3971.
BIC (Bank Identification Code): CAIXESBBXXX.

Cadiz: Caixabank: C/ Doctor Gómez Plana, 1. 11008 Cádiz.
Account Holder: CLIC Cádiz SL.
IBAN (International Banking Account Number):
ES19 2100 1608 6902 0008 8661.
BIC (Bank Identification Code): CAIXESBBXXX.

Malaga: Caixabank: C/ Tetuán nº32, 41001, Seville.
Account Holder: Centro de Lenguas CLIC Málaga SL.
IBAN (International Banking Account Number):
ES13 2100 3723 5422 0003 6939.
BIC (Bank Identification Code): CAIXESBBXXX.

b) **BY CREDIT CARD:** Visa, Mastercard, Maestro.

c) **ONLINE PAYMENT:** we will create a secure link for you to pay.

ENROLMENT CANCELLATIONS

a) **Cancellations 30 or more days before arrival:**
CLIC will reimburse the full payment less 200 € administrative fee, which can be used for another course starting within a year.

b) **Cancellations with 29 to 1 days advance notice:**
the student will be required to pay one week of standard course (240 €).

c) Students who start but do not finish their programme will not be reimbursed any course fees.

d) For students with a study visa, the course may only be cancelled if the applicant's visa application has been refused. In such a case, the student may request a refund by submitting to the school the official visa refusal document issued by the consular office. No refund will be granted without this document. An administrative fee of 300 € will be charged.

ACCOMMODATION CANCELLATIONS

With a minimum of 30 days advance notice before arrival, accommodation can be cancelled.
CLIC will charge a 150 € administration fee.

For later cancellations before the course start, there is no refund.

INSURANCE CANCELLATION

Once the insurance policy has been issued, the insurance fee is non-refundable.