

## CONDITIONS FOR THE ORGANIZATION OF PRIVATE LESSONS

## CONTACT



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## CONDITIONS FOR THE ORGANIZATION OF PRIVATE LESSONS

- The terms, schedule, and content of private lessons must be approved and signed by both parties (AF Bordeaux and the student or third-party payer) at least two weeks before the start of classes.
- All lessons must be paid for in full before the start of classes.
- Once the lessons have started, no cancellations will be possible. A postponement may be granted depending on the teacher's availability, but the management reserves the right to refuse any changes to the schedule in order to ensure the smooth running of the lessons. No postponements will be accepted if the request is made less than 24 hours before the lesson, excluding weekends and public holidays.
- In cases of force majeure (illness, accident, etc.), the management will request proof and consider how to respond.
- An attendance sheet must be signed by the student at each class session. The number of hours completed will also be recorded.
- An unannounced delay of more than 15 minutes will result in the cancellation of the session, which will not be made up or refunded.
- In the event of a planned absence or delay, the student must inform the Alliance Française by telephone at +33 5 56 79 32 80. Neither the session nor the time lost will be made up.



