



TERMS AND CONDITIONS

1. Enrolment:

Fill in the application form, scan and send it to us by e-mail to info@sunnyschool.eu. A deposit of at least 30% of the total amount is due at the time of registration. With your application you commit yourself to the services requested and booking conditions. After having received your application and deposit we will send the confirmation of enrolment and the invoice. The welcome pack with extra information and the address of your accommodation will be sent after you have settled the remaining balance. The invoice must be paid in full three weeks before arrival.

2. Rebooking:

Changing a booking (e.g. arrival date, accommodation, etc.) up to 31 days before departure will incur a fee of 50 €. We will do our utmost, but cannot guarantee the fulfillment of the request made since extra costs may incur. In that case, the rebooking charge may exceed 50 €.

3. Cancellation by student:

You may cancel your enrolment at any time prior to the commencement of your course. The following cancellation fees will apply.

- cancellation up to 30 days before course commencement: 50 €
- cancellation between 15 and 29 days before commencement: 25 % of total fees,
- cancellation between 7 and 14 days before commencement: 50 % of total fees,
- cancellation between 6 and 1 day before commencement: 90 % of total fees,
- no shows or shortened stays – no refund

If you should cancel/withdraw after the commencement of your course, no refund will be made - please consult the school for the refund policies.

4. Cancellation by school:

In the unlikely event the school is not able to create a group course due to lack of enough number of students at the same time/level, a smaller group or one-to-one courses for a reduced amount of lessons will be provided instead. Under the rare circumstances of our being forced to cancel, all fees paid for will be refunded. The minimum number of participants for exam preparation courses is 4 students.

5. Visa for non-European students:

In order to provide the letter of acceptance required by the embassy for issuing a visa, 50 % of the total amount should be paid together with an additional charge of 50 € or equivalent. If the student needs an original document signed by our school, the extra cost of sending by post or courier will be applicable. In case of visa refusal, a full refund minus the additional, non refundable charge of 50 € can only be made if the student provides the letter of refusal issued by the embassy at the latest 30 days before departure. After this date we will consider the participation of the student as confirmed and normal cancellation/rebooking fees will apply. In case the visa has not yet been issued 15 days before departure, we strongly recommend postponing the course. In this case, the first rebooking fee will not be charged (evidence required). The non refundable charge (enrolment fee) can be higher in case of long term programmes (long term language courses, international school years etc – please see the price list for details).

6. Acceptable forms of payment:

By bank transfer: The relevant account number will be on the invoice. Please send us a copy of the transfer order. All bank charges will be incurred by you.

7. Insurance:

Neither agent, operator, nor the school will be held responsible in any way for any accident, illness, loss of personal effects or change in personal circumstances arising at any time prior to or during the course. It is compulsory that all students attending the summer school have their own insurance.

8. Liability:

Parents of minors agree that neither the School nor the homestay/hotel/apartment shall be liable for damage or problems caused either negligently or intentionally by their children while participating in trips. Parents and their children who are still minors recognise and accept the laws and the normal code of conduct of the country which they are visiting.

Contact:

English Sunny School of Cyprus

M.V EDUCATIONAL SERVICES AND STUDY CONSULTING LTD.

address: P.O. Box: 54903, 3729 Limassol, Cyprus

Registration number: HE 355740

www.sunnyschool.eu

info@sunnyschool.eu

Facebook: www.facebook.com/sunnyschool

Phone: +357 99 09 01 80