



Viale Bruno Buozzi, 19, A1, int. 3
 00197 Roma - ITALIA
 Tel. : 06 80 69 21 30 - Fax 06 80 66 67 85
 E-mail : info@euroma.info euroma@mclink.it
<http://euroma.info>
 Codice fiscale : 97393200585
 C.C.I.A.A. ROMA 1121624

INSCRIPCIÓN / ENROLLMENT

Nombre / Name: **Apellidos / Surname:**

Calle / Street :..... **Ciudad / City:**.....

Código Postal / Postal Code: **País / Country:**

Teléfono / Phone number : **Fax :**

Nacionalidad / Nationality : **Email :**

Fecha de nacimiento / Date of birth:..... **Número de pasaporte / Passport numbe :**.....

Profesión / Profession: **Sexo / Sex:**.....

Información sobre los cursos / Courses information

Destino / Destination:..... **Curso / Courses:**

Fecha de inicio / Starting date :..... **Fecha de finalización / Ending date :**.....

Cursos Complementarios / Complementary Courses:.....

Lecciones individuales /individual lessons :

Número de lecciones / number of lessons :..... **Número de semanas / number of weeks :**.....

Contacto

En caso de emergencia contactar con

Nombre / Name :..... **Apellidos / Surname :**.....

Dirección / Address :..... **Ciudad / City :**.....

Código Postal / Postal Code :..... **País / Country :**.....

Teléfono / Phone number :..... **Fax :**.....

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Alojamiento / Accommodation

Tipología de alojamiento / Accomodation:

Si ha elegido la opción "Residencia o familia anfitriona, por favor, indique el plan de pensión que desee

If you have chosen one of the options "Residence hall or Hostfamily" please tell us wich kind of board you want.

Pensión (Completa / Media) / Board (Full / Half) : **Tipo de habitación / Room :**

Fecha de inicio / Starting date : **Fecha de finalización / Ending date :**

Como conociste Euroma ? / What did you know Euroma ?

Preferencias / Comments :

.....

GENERAL CONDITIONS

THE MINIMUM AGE OF OUR STUDENTS IS SIXTEEN. FOR YOUNGER STUDENTS, PLEASE CONTACT OUR AGENT.

TO RESERVE A PLACE IN ANY OF OUR COURSES, STUDENTS SHOULD SEND HIS/HER ENROLLMENT FORM BY MAIL, FAX OR E-MAIL TO THE ADMINISTRATION OFFICE.

ACCOMMODATION SERVICES. Laundry and ironing are not included in the accommodation fees. Please ask our administration office for prices. You don't need to bring bed linen or a blanket but we do suggest that you bring your own towels. Any change of accommodation (family, residence, flat or apartment) without valid justification will cost an additional 30 Euros.

THE TOTAL FEE FOR COURSES AND ACCOMMODATION SHOULD BE PAID 15 DAYS BEFORE THE BEGINNING OF THE COURSE BY:

BANK TRANSFER, to our agent account. Please ensure that your name is clearly indicated.

CREDIT CARD, stating the type of card, cardholder's name, card number and expiry date.

ENROLMENT REQUIRES A DEPOSIT OF 200 € WHICH IS PAYABLE BY:

BANK TRANSFER

CREDIT CARD (Visa or Mastercard)

IF THE STUDENT DECIDES TO CANCEL HIS/HER PLACE IN A COURSE AND CONTACTS OUR AGENT 30 DAYS BEFORE BEGINNING THE COURSE, they are entitled to a 50% refund of their deposit and 100% refund of the rest of the course and accommodation fees if they have already been paid. If cancellation occurs after this period, the deposit will not be refunded. No amount of course, accommodation or enrolment fees will be refunded once the course has started.

- If you want to change accommodation, you must ask the administration at least two weeks before the beginning of the course.

- The student acknowledge the adaptation period of the first days and he/she should not forget to respect the roommates or family members he/she is living with. In the case that a change is considered appropriate, we guarantee that it would be carried out within a period no longer than 48 hours. If the new accommodation is more expensive that the previous one, the student will have to pay the difference the same day the change takes place.



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OUR AGENT RESERVES THE RIGHT TO CANCEL A STUDENTS PLACE IN A COURSE IF ALL CORRESPONDING PAYMENTS ARE NOT MADE BY THE AGREED DATES OR IF THE STUDENTS BEHAVE INAPPROPRIATELY DURING THEIR STAY AT OUR SCHOOL. In the case of either of the above, the student will lose his/her right to a refund of any fees paid.

COURSE FEES INCLUDE:

Class material.
Activities which carry no additional charges.
Academic certification at the end of the course.
Free internet access.
Free use of the library.

COURSES START EVERY MONDAY AND RUN FROM MONDAY TO FRIDAY. Students without experience in the Spanish language, must start the first Monday of the month. Timetables are made known to the students on their first day.
National/regional/local bank holidays for 2011 January 1st and 6th , April 21st, 22nd and 23rd, July 25th, August 15th, October 12th, November 1st, December 6th, 8th and 26th.
Regional holiday: 13th June, 8th September.
Holidays: no classes.

IF THERE IS ONLY ONE STUDENT ENROLLED ON A GROUP/LEVEL COURSE, the course will still take place, however, the course will be changed to half time in private lessons. For example: If you are enrolled on a Standard Course (20 lessons per week), you will then get 10 private lessons per week. If you are enrolled on an Intensive Course (25 lessons per week), you will then get 12,5 private lessons per week.

FILLING OUR ENROLLMENT FORM IMPLIES ACCEPTANCE OF THESE GENERAL TERMS AND CONDITIONS. This contract is also regulated by the common civil legislation for the hiring of services and by the regulations on consumer rights, in particular: Decree 82/95 of the Junta Castilla y León and the Protection of Users and Consumers.
IN ACCORDANCE WITH THE DATA PROTECTION ACT 15/1999, WE INFORM YOU THAT YOUR INFORMATION WILL BE STORED IN THE ACADEMY FILES AND WILL BE KEPT CONFIDENTIAL AT ALL TIMES. IT WILL BE FOR INTERNAL USE ONLY AND WILL NOT BE AVAILABLE TO ANY THIRD PARTY.
We also inform you of your rights to access, rectify or cancel your data by written request addressed to our agent.