



LESSON REGISTRATION FORM || 2020

For any course-related information, please contact Laura M.
admin@rusingacademy.ca
6136147620
www.rusingacademy.ca

1. YOUR PERSONAL DETAILS

Name: _____ Surname: _____
 Nationality: _____ Address (Suburb only): _____
 Profession: _____ Date of birth: _____
 Cell: _____ Email: _____

2. YOUR COURSE DETAILS

Private tuition may be scheduled at any time outside of our group class hours which take place as follows:

Mon- Fridays 9h00-11h00 / 13h00-15h00/ 15h30-17h30 and 17h30-19h30
Saturdays 09h30-12h30 / Afternoon (On demand)

In order to assign a tutor to you, kindly indicate your current level of French competency as well as three possible days and time slots when it would suit you to have lessons. An email will then be sent to you to create your ID and put you in contact with your teacher.

- Current level of French: _____
- Option 1: _____
- Option 2: _____
- Option 3: _____

3. HOW DID YOU HEAR ABOUT US?

- Word of mouth
- Social Media
- Google
- Advert/flyer
- Other. Please specify _____

4. WHAT IS YOUR MOTIVATION FOR LEARNING FRENCH?

5. PAYMENT

You can pay by cash or credit card at our reception, make a deposit or an Interact to the RusingAcademy, using your name and surname as a reference. Our banking details are as follows:

RBC Royal Bank
 Account number: 101-012-3
 Branch Code: 00666

Institution number: 003

Kindly email the proof of payment to: admin@rusingacademy.ca

6. OUR STUDENTS BENEFIT FROM:

- French classes taught by highly qualified teachers
- Free access to the online resources and online library via www.rusing.academy
- The opportunity to connect socially and network with others during our cultural events
- If you would like to receive our bi-monthly newsletter, kindly tick the box below:
 - Please add me to your events newsletter mailing list.

7. TERMS AND CONDITIONS

- Student fees are payable upfront at the time of registration.
- No refunds or credits will be given for partial, discontinued, or interrupted attendance of a course.
- Class availability is subject to student numbers.
- Please note that group class (collective and corporate) fees cannot be transferred to private lessons or to another student.
- Regular attendance is essential to the learning process. If you miss a class, you are not able to join another class to catch up. You may however purchase a private lesson to cover content missed.
- If a course is cancelled by the Rusing Academy, students can transfer to another course for the following session only.
- Private classes not cancelled at least 24 hours in advance will be charged at an hourly rate.
- Any private classes purchased must be redeemed at a rate of at least 1 hour per week. For example, 6 hours purchased must be redeemed over a period not exceeding 6 weeks. Any hours remaining after the allotted period of validity will be forfeited.

I agree with the terms and conditions stated above.

Date: _____

Signature: _____