

Student n°: 2014/SEPT/ _ _ _

Welcome at the Alliance Française of Johannesburg.

[PLEASE FILL IN THE FORM IN CAPITAL LETTERS]

CONTACT FORM

Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
Surname		First names	
If registering your child:			
Child's surname		Child's first names	
Date of birth (dd/mm/yyyy)		Nationality	
RSA ID /passport number			
Suburb (work)		Postal code	
Suburb (home)		Postal code	
Profession		Company name	
Home / Work Tel n°		Cell n°	
E-mail			
Would you like to receive our newsletter?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Already subscribed

CHOOSE YOUR COURSE

New Student* <i>A new student is a first time learner at the Alliance Française of Johannesburg</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Please select the courses you wish to attend

Regular (13 weeks, 2x2h or 2x1h30/week))	<input type="checkbox"/>	Conversation (13 weeks, 1x2h/week or 2x2h/week)	<input type="checkbox"/>
Intensive (13 weeks, 4x2h/week)	<input type="checkbox"/>	French for kids/teens (13 weeks, 1x2h/week)	<input type="checkbox"/>
French Accelerated (13 weeks, 3x2h/week)	<input type="checkbox"/>	Isizulu (13 weeks, 1x2h/week or 2x2h/week)	<input type="checkbox"/>
French for Business (13 weeks, 2x1h30/week)	<input type="checkbox"/>	Portuguese (13 weeks, 1x4h/week or 2x2h/week)	<input type="checkbox"/>

Please check the course grid and note your preferred time slots by indicating their reference

1 st choice		2 nd choice	
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FOR OFFICE USE ONLY

Please note: the price might change depending on your situation.

Rate details	Course		
	Administration fee		
	TOTAL		
Date and Receipt Number			
Type of payment	<input type="checkbox"/> Bank Deposit	<input type="checkbox"/> EFT	<input type="checkbox"/> Credit Card
Received by:			

**BANKING
DETAILS**

Account Name:	Alliance Française De Johannesburg
Bank	Nedbank
Branch	Rosebank
Account Number	1469 063 875
Branch Code	1469 05
Swift code:	NEDSZAJJ

Your beneficiary reference has to be your name and first name
Once payment has been done by electronic transfer, please print your proof of payment.
Only printed proofs of payment produced by the students themselves at the reception will be accepted to validate your registration.

TERMS AND CONDITIONS

1. The Alliance Française reserves the right to refuse applications for student enrolment.
2. Fees are payable in advance at the time of registration. The fee includes a R300,00 administration fee which is not refundable, should the student not attend classes.
3. The Alliance Française reserves the right to close any class should there not be enough students for that class. The remaining students will be offered other class options.
4. Payment can be made by bank transfer, bank deposit or credit card (proof of payment must be brought to our reception at least a week before the beginning of the course in order to collect the study material, student card and library card).
5. **Once payment has been made, no refund will be granted** for partial, discontinued, interrupted or non-attendance of a course.
6. The Alliance française's classes accommodate from 7 to 12 students. Should there be between 4 to 6 students, the fees will have to be increased by 10 %. Should there be less than 4 students the private course fee will apply.
7. Students who have failed to attend a single class may apply to join the next session by sending their written request to the Director of the Alliance Française. In exceptional cases (death, grave illnesses, moving of towns, etc) our committee may grant a refund after sufficient proof has been submitted. Should a refund be authorised, R300.00 will be retained as administration fees.
8. Students who have started classes but cannot continue may apply in writing to join the next session by sending their written request to the Director of the Alliance Française. Should permission be granted, they will be required to pay for all the classes already attended. For the next session, they will be required to settle the difference.
9. The signatory hereto indemnifies the Alliance Française against liability of whatsoever nature and howsoever arising for loss or damage to property, injury or death while on the premises of the Alliance Française of Johannesburg.
10. Parking in Kerry Road or Lower Park Drive is strictly prohibited. Secured parking is available at Zoo Lake opposite the Alliance Française. Students attending the evening classes will benefit from the surveillance of our armed response vehicles. We encourage everyone please to report any suspicious activity. Our security company will follow up with prompt investigation.

I have read the terms and conditions governing membership of the Alliance Française and hereby accept the conditions as set out above.

Signature: _____ Date and place _____