

FRENCH AS A FOREIGN LANGUAGE – Juniors courses (12 to 17 years old)

Unaccompanied students

Teenage students unaccompanied by a parent or a legal guardian must attend the complete programme (courses + workgroup + sports activities). Full-board accommodation in a host family is compulsory. Registration is to be made by one of our certified agents. Do not hesitate to contact us to obtain the contact information of one of our agents abroad.

Students accompanied by adults

REGISTRATION

Please return us the completed registration form, accompanied by an identity photo and the 75 euros registration fee. The registration fees are valid for one person and payable once for each registration for one or more sessions for the current year.

THESE DOCUMENTS CAN BE SENT :

- by email (recommended) : international@carel.org
- by mail : CAREL – 48 Boulevard Franck Lamy BP219C -17205 ROYAN Cedex FRANCE

On receipt of these documents you will receive the confirmation of your registration and the paid deposit, the indication of the balance to pay, the day and time of the beginning of your training course and the details of your accommodation (about 2 weeks before the beginning of the training course).

forms of payment

We accept the following forms of payment :

- cheques in Euros payable to « CAREL ROYAN»,
- credit cards : Mastercard or Visa, onsite or remote payment subject to the provision of mandatory information [\(1\)](#),
- bank transfer to : Account holder [\(2\)](#) : Trésor Public La Rochelle – Bank code 10071 – Desk code 17000 – Account number 00002002748 – Key 41 – IBAN : FR76 1007 1170 0000 0020 0247 841 – BIC : TRPUFRP1

payment of training fees

The course fees are not subject to VAT. The trainee makes a first installment equivalent to 30% of the amount of the course (deposit) + the registration fees. The amount of the first course is to be paid on the day of your arrival. If you are enrolled in several sessions, they are to be paid at the beginning of each session.

right of withdrawal

You have a time limit of withdrawal of 14 days during which no charge will be applied in case of cancellation for all remote registrations. The time limit starts on the reception date of the registration form by the CAREL. This time limit ends by right on the first day of the requested course.

cancellation or postponement by the trainee

Only written cancellation will be accepted. A registration fee of 75€ will be withheld for each cancellation after the expiry of the time limit of withdrawal of 14 days. In the event of a visa refusal (duly justified by a copy of the Embassy refusal), the CAREL will refund the course costs. The Carel will keep the registration fees. If you have chosen the lunch option, only cancellations made 15 days before the beginning of the course will be accepted. Beyond this deadline, a lump sum of 60€ will be charged. No refund will be made once the course has started.

postponement or modification of the registration by the trainee

Any postponement or modification must be requested in writing (letter or email). Postponements are allowed for a period of up to 12 months. All other cases will be considered as a cancellation.

late arrivals – absences

Any late arrival (in case of sickness, accident...) will only be taken into account upon justification. Absence from class does not entitle students to a refund or to the possibility of making up the missed classes.

early departure

Course fees are non-refundable. In case of a justified early departure, students will be charged a fee for classes taken up to that point.

internal regulations

The CAREL will give the student a copy of the the internal regulations on confirmation of the registration. The CAREL reserves the right to exclude any student whose behaviour is contrary to the rules of the centre. The latter is not entitled to claim any compensation.

cancellation or postponement of courses by the CAREL

The CAREL reserves the right to cancel or postpone a course when the number of students enrolled is insufficient. In this case, all the sums paid by the student will be entirely refunded. However the CAREL will not be liable for any costs incurred by the student or his/her family (accommodation, hotel reservation, transport...).

(1) : provide the form attached to the registration form

(2) : the trainee must pay the bank charges. Enclose a photocopy of the bank transfer.