

Terms and Conditions:

1. The fee must be paid in advance of the tuition. If you attend without paying the fees, you will not be admitted to the class.
2. Fees cover tuitions during term time only as per the time table.
3. The tuition fee does not include the cost of textbooks.
4. Enrolling for tuitions at A1 Tuition Centre constitutes a binding agreement on the student to attend the class and pay the full tuition fees.
5. Tuition fees are payable in full before a student commences studies.
6. Students who are late in starting their course will not be entitled to any refund of, or reduction in, tuition fees. This also applies where students have been absent from classes, or where they may not have been attending all the subjects for which they have enrolled.
7. A place will not be guaranteed for students who have not paid the appropriate fees.
8. We reserve the right to dismiss a student for inappropriate behavior of any description at A1 Tuition Centre.
9. Students are required to dress and behave appropriately in the centre environment.
10. Students are not permitted to smoke in the centre environment.
11. Students are expected not to engage in, initiate or support misbehavior of any description that could be construed as disruptive or destructive.
12. Students are required to attend classes regularly and punctually. A1 Tuition Centre reserves the right to report to parents and/or other interested parties, students who do not observe this rule.
13. A1 Tuition Centre will not be held liable for any property or money lost on its premises. Students must take care of their own belongings.
14. Students should be aware that they are attending A1 Tuition Centre to study and are expected to behave responsibly at all times. Activity which could cause disturbance to other students or centre staff will result in dismissal from the centre. In such case no refund of fees will be made.
15. Parents or guardians will accept full liability for any damage caused by the student to A1 Tuition Centre premises.
16. In the interests of the student's well-being whilst in the teacher's care, the centre must be informed of any medical or other conditions affecting the student.
17. Students are expected to be present in the appropriate class five minutes before the class commences. Teachers reserve the right to refuse admission to students who arrive late.
18. A1 Tuition Centre reserves the right to contact student's parents or guardians in case their children's are found misbehaving or found getting involved in illegal activities. Any student found disturbing or distracting other student's will be asked to leave the class.
19. A1 Tuition Centre reserves the right to cancel classes, amalgamate classes, change class times or schedule, or change the number of classes/lectures in a week. The parent/ student shall be notified about the change.
20. Students who change address or any other contact details must notify A1 Tuition Centre immediately.
21. Terms and conditions come into effect upon enrolment/ registration.
22. The student and their parents are fully responsible for providing correct information in this application form. Any information provided by the student or parent is found incorrect or false, A1 Tuition Centre will not be responsible and the Terms & Conditions will still be applied.
23. A1 Tuition Centre reserves the right to amend information within this Terms & Conditions without prior notice.
24. Parents are fully responsible to drop and pick up their child to and from the centre. The drop and pick up must be done at the start and at the end of the lesson. Students must bring their own stationery & any injury must be reported to the tutor immediately.

25. The “Initial Contract Period” is of 12 weeks & 4 weeks for a “Continuation Contract”. If cancelled then you are liable for the cost of the remainder of the contract period. For the Continuation Contract, payment of 4 weeks must be made, 1 week in advance. The fee paid is non-refundable & non-transferable between subjects and must be paid before the lesson starts.
26. A 2 week notice is required to cancel this agreement after 12 weeks and also if tuition is stopped for more than 4 weeks.
27. Registration fee of £20 is refundable after this agreement is cancelled provided there is no breach of contract. Registration details may be deleted after 4 weeks if the student has left or not been attending tuition and it is customer’s responsibility to discuss any query about payment or registration fee before else it will be lost. If tuition is stopped before 12 weeks then the registration fee will be used as an admin fee. Free assessment of 1 hour will have to be agreed following the T & C.
28. Lesson must be attended on a weekly basis and is approximately 1 hour. Every effort is made to start the lesson on time. However, minor delay can occur on some occasions. Every effort is made to ensure the group is of 4-8 students, however near exam time or due to a student rescheduling their lesson or other factors it may be different.
29. Unless advised lesson will take place every week at the usual time agreed. A 48 hours notice is required to reschedule a lesson. Lesson missed without notice may be chargeable. If sick then the centre should be informed at least 4 hours to reschedule the lesson else the fee may be lost. A rescheduled lesson will be lost if missed and it may be possible to pick up teaching notes instead. Any one to one lesson missed will only be rescheduled in a group. Any rescheduling of the lesson is at the discretion of the centre. Any lesson missed by the centre will be rescheduled.
30. It may be necessary to change the timetable due to a student’s ability or other factors and parents will be informed. The terms & conditions are subject to change at any time without notice. An updated version is always available at the centre.