



GROUP CLASS CONTRACT

Student Information:

NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE (HOME): \_\_\_\_\_ (WORK): \_\_\_\_\_

COURSE INFORMATION: LANGUAGE: \_\_\_\_\_ LENGTH OF COURSE: \_\_\_\_\_ HOURS

STARTING DATE: \_\_\_\_\_ DAYS: \_\_\_\_\_ TIME: \_\_\_\_\_

Course:

DATE: \_\_\_\_\_ RECEIPT #: \_\_\_\_\_

REGISTRATION: \_\_\_\_\_

COURSE: \_\_\_\_\_

MATERIAL: \_\_\_\_\_

TOTAL: \_\_\_\_\_

NOTES: \_\_\_\_\_

POLICIES

**Cancellations:** Students may cancel their class up to 5 business days prior to its starting date.

\_\_\_\_ Initials

**Refunds:** No refunds will be made after the cancellation period unless LW USA is unable to form a group of at least 4 people after a 30 day period, in which case a 100% refund will be applied.

\_\_\_\_ Initials

**Schedules:** Group class schedules are fixed. Any changes to the group class schedule must be previously approved by the administration.

\_\_\_\_ Initials

**Make-up Classes:** A missed class can be made up for a discounted fee of \$35/hour (reduced group member rate for private instruction) depending on the instructor's availability. Make-up classes must be scheduled through the administrative office.

Initials

**Note:** This contract expires exactly six months from the contract date. Students must sign a new contract after the expiration of this contract or if registering for a new course.

SPECIAL AGREEMENTS: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Student)

\_\_\_\_\_  
(Signature of LW USA Representative)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)