

# THE LANGUAGE SCHOOL – 2010-2011

69 Broad Street, Red Bank - New Jersey 07701 www.TheLanguageSchool.com  
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## Adult ESL Lessons

(18 AND OVER)

NAME: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

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

TEL (H): \_\_\_\_\_ CELL PH: \_\_\_\_\_

DAY & TIME OF CLASS: \_\_\_\_\_

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First date

Last date

- Teachers: All teachers are native speakers; we conduct our lessons only in English.
- Schedule: We offer private and group lessons. For private lessons there is no set schedule. Classes can start at any time of the year and can be scheduled daytime, afternoon or evenings based on the student's and teacher's availability. Group classes take place at set days and times each week.
- Materials: We pick the appropriate materials for each individual student at the time of the class considering the level and need of the students. Students are responsible for the cost of all materials (books, CD's, etc.).

### **GROUP LESSONS: Five (5 - 10) students per instructor**

**Time:** 75 – minute class

**Duration:** 8 classes

**Price:** \$200 prepaid

1. Students must prepay for eight 75-minute lessons: **\$200**. No refunds.
2. Payment must be made at least **72 hours** in advance. A **\$100** deposit may be made to reserve a spot in the class and can be applied to the remainder of the tuition. Payments can be made over the phone with a credit card or in person.
3. New students should arrive 15 minutes before the start of class for a “*Meet and Greet*” with the teacher.
4. Cancellation policy: **There are no refunds or make-ups if a student misses a class or cancels for any reason.**

### **PRIVATE/TOEFL LESSONS: One (1) student per instructor**

*Payment for individual lessons:*

**Time:** 55 – minute class

**Duration:** 1 lesson

**Price:** \$72.00

With this option, a **\$150.00** security deposit is required. The deposit will be returned to the student upon completion of the ten lessons, unless a student continues to take classes.

*Prepayment for 10 lessons: (Reflects a \$60 discount)*

**Time:** 55 – minute class


**Duration:** 10 lessons

**Price:** \$660.00

Students sign up and pay for a minimum of 10 lessons. All ten 55-minute lessons must be taken within a six-month period.

**Cancellation Policy:** Changes or cancellations are **ONLY** possible 48 hours in advance. For Monday lessons, changes or cancellations **MUST** be made by Saturday, before 12:00pm, the week before. We cannot accommodate last minute changes, as we are scheduling our teachers, classroom spaces as well as other students. Please be understanding of this policy, we have over 300 students to consider. **Lessons cancelled with less than 48-hour notice (for any reason) must be paid in full.**

### **SEMI-PRIVATE LESSONS: Two (2) students per instructor (for more details please ask our staff).**

I agree to the terms and conditions of this agreement (kindly read and acknowledge the back of the form): 

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**Visa, MasterCard and Discover Card are accepted.**