

## Junior Residential Programmes / General Terms & Conditions

On receipt of your Registration Form and relevant deposit you will receive:

1. Confirmation of your enrolment and chosen course.
2. Acknowledgment of your payment and statement of the balance of fees (see cancellation policy below).

Full payment of fees is due 3 weeks prior to the starting date. Payments can be made in the following ways:

1. PayPal through our website.
2. By bank transfer to our account.

### Bank transfer:

- If payment is being made by Bank transfer you must send us photocopies of all relevant bank documentation.

Bank transfers should be sent to:

**Bank:** Bank of Ireland,  
**Address:** CIT Campus Branch,  
Rossa Avenue,  
Bishopstown,  
Cork City,  
Ireland.

**Account Name:** Access English Campus Limited  
**IBAN:** IE75BOFI-9035-7692-299395  
**Sort Code:** 90-35-76  
**BIC Code:** BOFI – IE – 2D

\* Please ensure that the total amount sent is free of all charges from the remitting bank, and the student's name is quoted on documentation.

### Fees include

Tuition, accommodation in our student residence, Full-board (excluding Sunday lunch), activity, cultural and recreational programme (excluding campus disco), assessment tests, didactic material, individual report and diploma, certificate of attendance and 24 hour emergency support.

### Airport Transfers

#### Dublin by private coach

€40 each way/unaccompanied - €140/accompanied

**Cork:** €35 each way (individuals only)

\*Consult us for group transfer rates.

### Cancellation Policy

Cancellation Period:	Penalty applicable to total :
29-40 days prior to course	25%
11-28 days prior to course	50%
0-10 days prior to course	100%

All cancellations must be received in writing

### Parental consent

The parents or legal guardians of each student agree to the participation of their sons and/or daughters in all activities and excursions organized by AEC without the need for prior notification from the course management. They also grant permission to AEC to use any photographic material, which includes the student, for use in future publicity or marketing programmes.

### Specific Conditions

1. AEC must be informed of any relevant medical conditions on booking.
2. Students are expected to bring toiletries and a towel with them.
3. Students who take alcohol or drugs or shoplift will be sent home at their parent's / guardian's expense. There will be no refund of fees.
4. There are no classes given where a public holiday occurs during a course.
5. Junior students may have classes in the morning or in the afternoon at peak times during the year.
6. There are no refunds if a student fails to complete the programme.
7. AEC insist on a strict anti-bullying policy at a personal, group and social media level.
8. AEC is not responsible for any changes that might occur to flight times, itineraries or dates and subsequent costs incurred.
9. AEC is not responsible for loss or theft of belongings. We recommend that students take out extra personal, medical and baggage insurance.
10. Non-EU students must take out private medical insurance.

### Visas

Visas are not required of EU nationals. If you are coming from a non-EU country, you should apply to your nearest Irish Embassy for your student / visitor visa. We will send you a letter of acceptance for your course that you may submit to the Irish Embassy along with relevant documentation.

### Liability

AEC shall have no liability to the student for any loss, damages, costs, expenses or other claims for compensation connected to the student's participation in the programmes provided by AEC except in relation to death or personal injury caused by the negligence of AEC or its servants.

AEC shall have no liability to the student for any loss, damages, costs, expenses or other claims for compensation arising from any cancellations or delays in the student's travel arrangements or as a result of any event or action outside AEC's control, including but not limited to strikes, war or threat of war, natural disasters, quarantine, acts of terrorism, weather or illness.

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### Change of Courses

AEC reserves the right to change or cancel a Course, venue or facilities ('Course Change'), without prior notice in the event of unforeseen circumstances beyond its control; or where the level of bookings received does not reach the minimum number required to operate a course viably.

In the event of a Course Change the College will offer an alternative Course, venue or facilities or refund (of any fees paid), and you agree that you shall have no further claim against AEC in respect of any course change.

### General

These Terms and the Courses are governed by the Laws of Ireland and the student and his/her parents or legal guardian(s) agree to the exclusive jurisdiction of the Irish Courts.

The College's website, brochures and other publicity materials are the responsibility of AEC and the details are published in good faith as of April 2017.