



**Foreign Language, Saturday English, and Private Application Form**

\*Required Field

**PART 1. Applicant Information**

Applicant Name\* Last name: \_\_\_\_\_ First Name: \_\_\_\_\_

Sex:  Male  Female Date of Birth\*: \_\_\_\_/\_\_\_\_/\_\_\_\_

Country of Birth: \_\_\_\_\_ Native Language: \_\_\_\_\_

Preferred communication:  Email  Phone  Text U.S. Telephone #\*: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email Address\*: \_\_\_\_\_

Mailing Address\*: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Emergency contact name\*: \_\_\_\_\_ Emergency contact telephone #\*: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

How did you hear about us?  A Friend  Google/Search Engine  Facebook  YouTube  Other: \_\_\_\_\_

Availability:  Monday evenings  Tuesday evenings  Wednesday evenings  Thursday evenings  Fridays morning/afternoon

Saturdays 9am-11am  Saturdays 11am-1pm  Online  Other (Please specify): \_\_\_\_\_

**PART 2 A: Program Information**

**10-Week Programs**

ENGLISH \$320.00/20 hours  FOREIGN LANGUAGE (\_\_\_\_\_) \$320.00/20 hours

\$50.00 Annual Registration Fee  Book \$ \_\_\_\_\_

Level(if known): \_\_\_\_\_  \$35 English Placement Test

**Other Programs**

Private class: \_\_\_\_\_  Other Package: \_\_\_\_\_

\$50.00 Annual Registration Fee  Book(s) \$ \_\_\_\_\_

**Total Amount \$** \_\_\_\_\_

**PART 3 Terms, Agreement, and Refund Policy**

**General Condition**

The terms, policies, and agreements herein will remain the same for any subsequent courses/programs that a student pays for.

**School Admission Policy**

For admission into Tampa Language Center, students must complete the school application and provide a valid picture I.D.

**Program Calendar, Schedule and Pricing**

Classes are based on the current Tampa Language Center program schedule. Minor deviations from the published schedule may take place but will not affect the total number of classes. Pricing is based on the current Tampa Language Center price list. You should not sign this Application for Admission before reviewing the official program calendar, schedule, and price list. Prices and schedules are subject to change.

**Refund Policy**

**If Withdrawal or Cancellation occurs:**

**The School Will Refund**

|  |                 |                       |
|--|-----------------|-----------------------|
| More than one week prior to start date   | 100% of tuition | Please Initial: _____ |
| Three to six days prior to start date    | 70% of tuition  | Please Initial: _____ |
| Less than three days prior to start date | No refund       | Please Initial: _____ |

**COURSE CANCELLATION POLICY FOR 12-WEEK PROGRAMS AND PRIVATE LESSONS**

- Students may submit a request to cancel enrollment seven (7) days prior to the course start date to receive a full refund. Students who submit a written cancellation notice within three (3) to six (6) days prior to the course start date will only receive a **70% tuition refund**. Cancellation notices submitted after two (2) days prior to the course start date **do not qualify** for a refund. Registration fee is not refundable if the student requests to cancel enrollment. There is no refund for students who start a program late.
- Private Classes are entitled to 1 absence with credit per month only if you notify 24 hours in advance via email or by calling the office AND enroll for a minimum of six (6) hours the following month.

**School Activities and Events**

Tampa Language Center hosts school activities both in school and in the community. This may even require transportation to and from such outings. Teachers are there to guide and coordinate and will not be held responsible for your well-being and/or your belongings. If you choose to participate in a school-related event, you agree and recognize that you are a willing participant in such events, and Tampa Language Center will not be held liable or responsible for any incidents or injuries that may occur.

**By signing below, I agree that I have read, understood, and accept the Terms and Conditions from the above agreement.**

\_\_\_\_\_  
Signature of Applicant or Guardian

\_\_\_\_\_  
Date