



Academic year 2025-2026

Prices for private tuition

Prices vary depending on the service in question, please see table below:

Lesson length	Language tuition (Eng/Fr/Ita)	Conversation (Eng/Fr/Ita)	University application/ study skills
60 minutes	100 CHF	80 CHF	100 CHF
90 minutes	140 CHF	110 CHF	140 CHF

Courses of different lengths can be arranged to suit you and your child (minimum 8 lessons) and each offer is prepared individually.

Payment and cancellation

Invoices must be paid within 30 days of receipt via bank transfer. Lessons will be invoiced at the beginning of the agreed course.

Please provide as much notice as possible if you need to cancel the lesson. Every effort will be made to rearrange at a mutually convenient time, but where this is not possible, cancellations with less than 24 hours' notice will be charged.

If the tutor has to cancel a lesson, parents will be informed as soon as possible and will not be charged for the missed session.

For more detailed information, please see General Terms and Conditions below.

General Terms & Conditions

1. Parties

- These Terms & Conditions govern the relationship between the Tutor _____ ("Tutor");
- the Client/Parent or Legal Guardian: _____, resident at _____, of the Student(s): _____ ("Student(s)")

2. Services Provided

- The Tutor shall provide private language tuition/conversation practice/ university application and exam skills classes (delete as applicable) to the Student(s) in English/Italian/French (delete as applicable).
- Lessons will take place in person at the home of the Student(s), at the address provided in Point 1.

3. Schedule, Duration & Frequency

- Lesson length: _____
- Lesson frequency/time: _____
- Student(s): _____
- Start date: _____
- Package: _____
- For information on changes to the teaching schedule, please refer to Point 6.

4. Fees & Payment

- Type of tuition: _____
- Lesson length: _____
- Rate: _____
- Payment method: Bank transfer
- Payment schedule: payment for all lessons in the agreed package must be made in full within 30 days of receipt of invoice.
- Late payments may incur interest at 5% per annum (Art. 104 Swiss Code of Obligations, "CO").

5. Materials

- The Tutor provides all learning materials unless otherwise agreed.
- Any extra costs incurred for textbooks or resources are subject to prior agreement.

6. Cancellation & Rescheduling

- Cancellations require at least 24 hours' notice.
- In the case of timely cancellations, the lesson will be rescheduled or credited.
- For late cancellations due to illness, reasonable effort will be made to rearrange the missed lesson, but this cannot be guaranteed. Where not possible, the full fee shall apply.
- The Tutor may reschedule in case of illness or unforeseen circumstances; make-up sessions or credit will be offered.

7. Term & Termination

- The term of the agreement coincides with the duration of the lessons. Once a package of lessons is complete, a new agreement may be made for a further package of 8/10/12 lessons, or the agreement may be terminated by either party.
- The agreement may be terminated without notice in case of serious breach of these terms and conditions, where not remedied within 1 week.

8. Client & Student Obligations

- The Client must ensure a suitable learning environment (quiet space, desk/table, working internet if using online resources).
- The Client shall inform the Tutor of any additional information pertaining to the Student(s) that may have an impact on the lessons.

9. Tutor Obligations

- The Tutor shall deliver services to a professional standard and with due care (Art. 398 CO).
- The Tutor shall keep all personal information regarding the Client/Student(s) confidential.
- The Tutor shall follow Swiss child protection standards when working with minors.

10. Data Protection

- Any personal data provided by the Client (name, contact details, progress notes etc.) shall only be processed for purposes directly relating to the tutoring service provided.

- Data is stored securely and not shared without consent, except where required by law.
- The Tutor complies with the Swiss Federal Act on Data Protection (FADP, rev. 2023).

11. Liability

- The Tutor is liable only for damages caused by intent or gross negligence, in accordance with Swiss law.
- The Tutor is not liable for indirect damages (e.g. school grades, exam outcomes, technical failures beyond the Tutor's control).

12. Intellectual Property

- Lesson materials created by the Tutor remain the exclusive property thereof.
- The Client/Student(s) may use these materials only for private learning purposes.
- Redistribution of materials requires written permission.

13. Governing Law & Jurisdiction

- These terms and conditions are governed by Swiss law.
- The place of performance of the service is the residence of the Parent/Guardian of the Student(s) (Art. 74 CO, unless otherwise agreed).
- Jurisdiction for disputes is the competent court at the Parent/Guardian's domicile, unless mandatory law provides otherwise.

14. Final Provisions

- These terms and conditions constitute the entire agreement between the parties.
- All amendments must be in writing.
- If any clause is invalid, the remaining terms and conditions remain valid.

Tutor:

Date, place:

Client/Parent or Guardian:

Date, place:
