



Private Lesson Agreement

Please fill out and return promptly

1. Scheduling

All scheduling changes must be done **through the office staff only.**

- In person at the office
- By phone (310) 379-1086
- By email – admin@sfli-ca.com

2. Cancellations and Changes

- The student will **not be charged** for cancellations or rescheduling of classes made before **5 p.m. on the business day before the scheduled class**, including holidays and school closures.
- The student **will be charged** in full for classes cancelled or rescheduled after 5 p.m. the business day before the scheduled class.
- Any cancellations made by the school after 5 p.m. on the business day before the scheduled class will result in a gift certificate being issued, equal in amount to the value of the cancelled class.

3. Termination Agreement

This agreement may be terminated as follows:

- By the student/student' parents: Savoir Faire Language Institute should receive notification of termination by the last paid scheduled lesson. Failure to notify Savoir Faire Language Institute by the last paid scheduled sessions will result in the billing of all lessons until notice is received.
- By Savoir Faire Language Institute: The school in its sole and unfettered discretion determines that it is unable to meet the needs of the student.
- The student/student's parents allow the account to become delinquent.

5. Payment Options

Hours Purchased at one time	20 hours Prepaid	Monthly payment (CC authorization needed)	1 Single hour (CC authorization needed)
PRIVATE (1 To 2 people)	\$1180 (\$59/hr)	\$61/hr	\$67/hr
SEMI-PRIVATE (3 to 8 people)	\$1340 (\$67/hr)	\$69/hr	\$72/hr
REGISTRATION FEE	\$55/student	\$55/student	\$55/student

Authorization to Charge Credit Card

- I, _____, authorize Savoir Faire Language Institute to charge my credit card once a month for the classes scheduled the previous month at **\$ 61 /hour**. To terminate this agreement: mail or email a notification of termination to Savoir Faire Language Institute by the last paid scheduled lesson.
- I, _____, authorize Savoir Faire Language Institute to charge my credit card for 20 hours at **\$59/hour**. To terminate this agreement: mail or email a notification of termination to Savoir Faire Language Institute by the last paid scheduled lesson.
- I, _____, authorize Savoir Faire Language Institute to charge my credit card for 20 hours at **\$67/hour**. To terminate this agreement: mail or email a notification of termination to Savoir Faire Language Institute by the last paid scheduled lesson.
- I, _____, authorize Savoir Faire Language Institute to charge my credit card once a month for the classes scheduled the previous month at **\$ 69 /hour**. To terminate this agreement: mail or email a notification of termination to Savoir Faire Language Institute by the last paid scheduled lesson.

****Please, call office to give number****

Credit Card Number: Exp Date: Security code:

Name:		Email:	
Address:		City, Zip:	
Home Phone:	Cell phone	Work phone:	
Student's name (if different)		Language:	

Cardholder's Name/signature:

Date: _____



Since 1995

Private Lessons in:

FRENCH, SPANISH, ITALIAN, GERMAN, ENGLISH, ARABIC, MANDARIN, JAPANESE AND PORTUGUESE

One on one instruction can:

- Speed up your speaking ability in the target language
- Improve your pronunciation and reduce your own accent
- Focus on learning vocabulary specific to your needs or business
- Be scheduled according to your availability
- Inspire you to learn more than you imagined

Designed for flexibility and effectiveness

S.F.L.I. offers private lessons and group coaching as well as longer, intensive language seminars for all levels, from beginners to advanced students and professionals.

- **Cultural Understanding:** helps improve communication with foreign partners and customers
- **Efficient Communication:** understand the intricacies of cross-border relationships
- **Conversation/Comprehension:** from greeting etiquette and telephone skills, to situational role-play, we work toward establishing professional fluency
- **Accent Reduction:** enhances communication within a multicultural environment
- **Writing:** create culturally correct documents that will be clearly understood and will make a positive impression

Our language lessons offer a step-by-step approach to learning to communicate in a foreign language. Authentic and natural dialogues taken from real life provide contexts for learning to communicate and allow you to *hear and respond* to the foreign language as it is really spoken.

How to schedule a lesson: Private lessons are scheduled by calling our office. When you phone, it is best to give us a general range of days and times which can work for you. This way, we can accommodate you quickly and with the teacher most suited to your needs. **Phone 310.379-1086**

Our courses include stimulating activities such as:

- **Extensive speaking**
- **Practice in realistic contexts**
- **Activities to extend vocabulary**
- **Grammar exercises**

All topped with a fascinating glimpse into life & culture, presented by our excellent, native teachers!

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