



DANTE ALIGHIERI SOCIETY REGISTRATION FORM

Email completed form to dantealighieri@ladante.cc

Course Name : _____ (_____)
Course Code

Commencement Date: _____

Name of Student: _____

Date of birth: _____ Age: _____

Registered student at Scuola Manzoni: YES NO (*Please tick "✓" the correct box*)

Information of Student's Parent/Guardian:

Name: _____ Phone: _____

Address: _____

E-mail: _____

Total amount of fee: _____ Cheque no. _____

Parent's/Guardian's acknowledgement:

Before enrolling in the above course, I have received the course leaflet provided by the school. I am aware of the information contained in the leaflet, including course details and fees, also the refund policies and procedures stated on the back of this form.

Signature: _____ Date: _____

Terms and conditions:

1. Fees must be paid within 3 working days after making a reservation. Otherwise, registrations will be automatically cancelled without further notice. Cheque should be made payable to “**Comitato della Dante Alighieri di Hong Kong Ltd.**”

2. Fees are not refundable or transferable, unless cancellation made at least 7 days before the commencement of the course.

3. We, Comitato della Dante Alighieri di Hong Kong Ltd., reserve the right to alter the teacher, time and content of courses offered, if necessary.

4. Only registered students are allowed to enter the classroom during the lessons.

5. If typhoon signal No. 8 or above or black rainstorm is hoisted 3 hours before the event starts, the event will be cancelled or postponed. No refund will be made due to bad weather. Please pay attention to our announcement in our website.

6. A. Refund Policies:

- If a course cannot be operated on the date or at the time specified in the course leaflet and students decline the revised arrangements offered by us, we will refund in full or on a pro-rata basis the course fee collected to students as soon as possible and in any event not later than one month after the student's parent/guardian has requested for the refund.
- In case of cessation of a course after its commencement, we will refund to students the course fee collected on a pro-rata basis as soon as possible and in any event not later than one month after the cessation of the course.

B. Refund Procedures:

- We will inform student's parent/guardian of the refund arrangement either over the telephone or in writing. Their parents or guardians can proceed with the refund procedures on behalf of the students.
- We will refund students in accordance with the above policies.
- When processing the refund, we will not take away the original fee receipts. Upon receipt of the refund, student's parent/guardian should sign to acknowledge the receipt.
- We will pay the refund by cheque within one month.
- The original formal receipt must be submitted for refunds. No refunds will be made if the student cannot produce the original formal receipt. There is an administrative charge of HK\$50 on every request for an additional copy of receipt.

7. In the event of a dispute, the decision of the Comitato della Dante Alighieri di Hong Kong Ltd. shall be final and binding.