



Registration Form

<u>Full Name:</u>
<u>E-mail:</u>
<u>Telephone: Home/ Work/ Cell</u>
<u>Address:</u>
<u>City, State Zip:</u>
<u>Course:</u>
<u>Day/Time:</u>
<u>Tuition Fee, Books (if applicable) & Membership Fee (Adult Classes) = Total Cost</u>
<u>Cash/Check Number:</u>

Payment for books is due at the first class meeting. Please reserve the following books for me:

Reflets 1 set _____

Reflets 3 set _____

The Ultimate French Review and Practice Book _____

How did you hear about French courses at L'Alliance Française de Louisville?

Merci et bienvenue à l'Alliance Française de Louisville!

Miraflores Center, 173 Sears Avenue, Suite LL079, Louisville, Kentucky 40207, 502/897-9800, E-mail
afschool@bellsouth.net, www.afloouisville.org

READ CAREFULLY

Refunds: the Alliance Française is a Non-Profit Organization committed to offering courses as affordably as possible. In view of our non-profit status, and our commitment to our instructors, we are obliged to apply the following rules:

1. Tuition fees are refundable only if a class is cancelled by the Alliance Française. All other requests for refunds must be received one week before the start of the session.
2. Tuition fees, partial or full, will not be refunded for any reason once classes have begun.
3. If a student misses one or more classes, tuition fees from that class may not be applied to another class, session, or private lessons.
4. You are kindly requested to read the above very carefully because no exception to the above rules will be granted.

Payment: Tuition and membership fees are payable in full at the time of registration. Checks should be made payable to Alliance Française de Louisville.

Cancellation of classes: AF reserves the right to cancel a class due to insufficient enrollment.

Instructors: The instructor listed is scheduled to teach the class but there may be changes.

Textbooks: Textbook requirements are noted in the course descriptions. Textbooks are not returnable. Payment for and distribution of the textbooks will be made at the first class meeting.

Make-ups: A student may make-up a missed lesson in another class of the same level provided there is space available. However, the office must be informed beforehand.

Inclement weather cancellations: It is rare that AF cancels a class due to snow or inclement weather. However, when the sudden, unexpected ice storm hits Kentuckiana, we will make every effort to contact students. We encourage you to call the AF office or the instructor when in doubt. Classes cancelled due to inclement weather will be rescheduled.