

EDUCATION SERVICES TERMS & CONDITIONS

All universities, schools and colleges have the necessary qualifications and international accreditations to conduct and organize language courses and education, and fulfil the strictest criteria set by the organizations such as the BRITISH COUNCIL, ENGLISH UK and IALC, responsible for raising standards of language teaching abroad. This provides each of our students with a guarantee of the high education quality and dependability, deciding factors when choosing where to study.

PRODIREKT LLC (Company Number: 5069651) a company organized and existing under the laws of the United States, whose registered office is at 1013 Centre Road, Suite 403-A, Wilmington, DE 19805, United States of America ((hereinafter referred to as "PRODIREKT") IS AN AUTHORISED STUDY ABROAD AGENT OF SCHOOLS, COLLEGES AND UNIVERSITIES, AND IS ALSO AUTHORIZED TO PROVIDE ACCREDITED EDUCATION SERVICES BY THE TWO LEADING INDEPENDENT INTERNATIONAL ORGANIZATIONS - BRITISH ENGLISH UK AND GERMAN ICEF.

PRODIREKT organizes consultations and informational meetings to better prepare its students for their studying abroad, and may arrange to record, photograph or shoot video footage of students during their studying abroad for its promotional purposes only, both printed and online, without requiring further approval from a student. Any student, or parent or legal guardian of a student under the age of 18 years, who does not wish to participate must state this in writing at the time of a program enrolment and the same student must state at the time of the recording, photographing or video shooting the wish not to participate.

COURSE/PROGRAM ENROLMENT

The enrolment of any course/program must be done in writing by filling out and signing the SCHOOL'S APPLICATION FORM - an original document issued by the relevant school (APPLICATION FORM) and the CONTRACT - the school's Terms & Conditions. The contract is a binding agreement directly between the school and the student. If a student is under 18, a parent or legal guardian should fill out and sign the school's Application Form and corresponding Terms & Conditions on behalf of the underage student. By signing the enrolment documents the student (or his/her parents) confirms that he/she has read and understood the details of the course/program, as well as the school's regulations and policies. A course enrolment is confirmed only after the deposit and administrative fees or all course fees have been settled. The payment can be made to PRODIREKT, who acts as the school's certified representative. Each school has its own payment terms, and they are clearly stated in the Terms & Conditions document.

PLEASE MAKE SURE THAT YOU HAVE READ AND UNDERSTOOD THE APPLICATION FORM AND TERMS & CONDITIONS OF THE SCHOOL BEFORE YOUR ENROLLING IN A COURSE AND MAKING ANY PAYMENTS. PRODIREKT ACCEPTS NO LIABILITY FOR ANY DECISIONS OR POLICIES OF THE SCHOOL, NOR IS IT RESPONSIBLE IN CASE OF A STUDENT'S NON-COMPLIANCE WITH SCHOOL RULES AND REGULATIONS. PRODIREKT CANNOT BE HELD LIABLE FOR ANY LEGAL CONSEQUENCES RESULTING FROM THE STUDENT'S ENTERING INTO CONTRACTS WITH ANY EDUCATIONAL INSTITUTION.

CHANGES AND CANCELLATIONS BY SCHOOL

The enrolment deadlines, course/program start dates and cancellation policy are all stated in the school's Terms & Conditions. The school does not take responsibility for disruptions to the course or arrangements associated with it resulting from any event out of the school's control. The school may cancel a course if it considers, in its sole discretion, that there are not enough students for the course, or provide you with an alternative course which the school, in its sole discretion, considers suitable. In case of the course cancellation due to insufficient demand, the school must inform the student at the latest 5 days prior to the start of the course, and is contractually bound to issue a refund of any payment made thus far.

CHANGES AND CANCELLATIONS BY STUDENT

Each school clearly states rules for course cancellations in its Terms & Conditions. The student is responsible to inform the school of a course cancellation in writing, providing the necessary documents justifying the reasons for a cancellation. Any refund depends on the time left prior to the start of the course, which is stated in the school's Terms & Conditions. Administration and registration fee is non-refundable. VISA REFUSAL: The student must supply the school or PRODIREKT with the original visa refusal notice from the relevant Embassy or Consulate in order for a full refund of the course fees to be made, except for registration fees. No refund will be made when the visa application has not been duly submitted, so that the visa can be issued in time for the course start date or in case of submitting false information and/or documentation during the visa application process, resulting in the visa refusal.

Student Name

Date and Signature of Student or Parent or Legal Guardian

EDUCATION SERVICES TERMS & CONDITIONS continued from page 1

EXPULSION

The school may expel any student from the course and/or any premises of the school or accommodation without refund if: the student provides false information in his/her Application Form, in correspondence or in dealings with the school or PRODIREKT, or if the student commits a criminal offence, fails to attend the course to the school's satisfaction, or is guilty of disorderly, drunken, aggressive or threatening behavior or any other action which could bring the school into disrepute. In such case, immigration and other authorities will be informed where appropriate.

PAYMENT POLICY AND FEES

Payment policies are stated in each school's Application Form and/or Terms & Conditions. Course fees and prices are given in the local currency of the school and course fees are paid to PRODIREKT or to the school. The student is responsible for paying all bank charges relating to the payment of the course fees.

TRAVEL, AIRPORT TRANSFERS AND TRAVEL/MEDICAL INSURANCE

Course fees do not include flights or other transport to the school, except where specified.

Individual travel: The student can choose between organizing his/her travel alone, or through one of the partner tour operators of PRODIREKT. If the student chooses to organize his/her travel, then he/she should pay attention to the start and end course dates, and is responsible for timely arrival to the school's accommodation.

Group travel: The student buys the airfare through one of PRODIREKT's partner tour operators, at a price stipulated in advance.

The school or PRODIREKT may offer a transfer from the student's airport of arrival to accommodation ("Transfer") subject to the payment of additional charges. If a Transfer is available, the student must request the Transfer in his/her Application Form and, if organizing travel alone, provide the school or PRODIREKT with full details of the relevant flight and arrival time at least 21 days before the course start date. All costs incurred by the school because of incorrect, delayed or inadequate information provided by the student or student's delayed arrival at the airport may be charged to the student.

The student has to arrange suitable insurance in respect of travel and medical risks and is required to provide evidence to the school or PRODIREKT of adequate insurance at least seven days before the course start date.

HEALTH

The student must be in good physical and mental health at the course start date. The school may require the student to leave the course at his/her own expense if the student fails to declare any material matters relating to his/her health on the Application Form. The student is responsible for all costs of medical and dental treatment.

VISAS

Should a visa be required for entry into the country where the course is being held, the student is responsible for applying for the visa and settling the visa processing fee as stated on the visa pricelist of the relevant country. The student is liable for gathering all necessary documents, and submitting them in good time, ensuring all the information is correct when applying for a visa.

