



THE HELLENIC CENTRE

16-18 Paddington Street Marylebone, London W1U 5AS

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www.helleniccentre.org

GREEK LANGUAGE COURSES

ENROLMENT FORM

STUDENT NUMBER:

Surname	First Name	Mr/Mrs/Miss/Ms
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Address	Telephone
Occupation	Email

Nationality	Age Group <input type="checkbox"/> 18-25 <input type="checkbox"/> 26-35 <input type="checkbox"/> 36-45 <input type="checkbox"/> 46-55 <input type="checkbox"/> 56 and over
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Have you studied at the Hellenic Centre before? <input type="checkbox"/> YES <input type="checkbox"/> NO	Have you studied Greek before? <input type="checkbox"/> YES <input type="checkbox"/> NO
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How did you hear of the Hellenic Centre Courses? <input type="checkbox"/> Internet <input type="checkbox"/> Hellenic Centre Website <input type="checkbox"/> Word of Mouth <input type="checkbox"/> Other
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Course(s) <input type="checkbox"/> Class (Please indicate level) <input type="checkbox"/> Private tuition Level(s)	Term <input type="checkbox"/> Autumn <input type="checkbox"/> Winter <input type="checkbox"/> Summer <input type="checkbox"/> Winter & Summer
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Day(s) <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday	Time(s)
	Academic Year

Payment Method Fee of £ paid by <input type="checkbox"/> Card <input type="checkbox"/> Cash <input type="checkbox"/> Cheque or postal order payable to <u>The Hellenic Centre</u> <input type="checkbox"/> BACS

Concessions <input type="checkbox"/> Hellenic Centre Member <input type="checkbox"/> Full-time Student <input type="checkbox"/> Westminster ResCard Holder (proof of identity required) <input type="checkbox"/> OAP <input type="checkbox"/> Registered Unemployed <input type="checkbox"/> Registered Disabled
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PLEASE READ THE FOLLOWING TERMS AND CONDITIONS CAREFULLY BEFORE SIGNING THE FORM
TERMS & CONDITIONS OF ENROLMENT

- Fees are payable in advance, are exclusive of books and are not charged pro rata.
- Fees must be paid in full, ten days before the start date unless otherwise specified. Any enrolment received after the specified registration period is subject to a £5 administrative fee.
- No enrolment will be processed and no student will be able to attend classes until full payment is received.
- Once payment is received your place is guaranteed and you are expected to turn up on the first day of your course. A receipt will be sent upon request.
- Concessionary fees apply only to the following: Hellenic Centre Members, OAPs, Full-Time Students, Westminster ResCard Holders, Registered Unemployed, Registered Disabled. Proof of identity is required.
- Students are advised to consider carefully their circumstances and personal commitments before enrolment as no cancellations or refunds will be possible once the term commences.
- Students who opt to pay a discounted fee and register for both Winter and Summer terms, rather than enrolling for each term separately, register for a block of lessons taking place over a period of two terms. No fee refund or fee transfer is possible if they cannot attend any of the two terms once the Winter term commences
- Fees will be refunded only if a written cancellation note is received before the beginning of the term. The following charges apply: £20 if cancellation note is received 15 days before the term commences, £30 if it is received between 15 days and the day before the term commences. Fees cannot be transferred to cover payment for a course in another academic year. If the Hellenic Centre cancels a course the full course fee will be reimbursed.
- Full terms and conditions for classes and private tuition posted at www.helleniccentre.org.

Privacy policy The personal data you provide are stored safely and used only for the purposes of sending you information about our courses and activities either by post, email, telephone or through social media and only during the period of your registration. To be informed of our cultural events once you cease attending our courses you need to subscribe to our emailing list.

I HAVE READ THE TERMS & CONDITIONS OF ENROLMENT AND AGREE TO ABIDE BY THEM

SIGNATURE **DATE**

FOR OFFICE USE ONLY

Payment of £..... CARD BACS CASH CHEQUE OR POSTAL ORDER Received on by

The Hellenic Centre, 16-18 Paddington Street, Marylebone, London W1U 5AS Telephone: 020 7487 5060 Fax: 020 7486 4254
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