

Registration

To secure your place on a Japanese course, please complete the online Enrolment Form, and pay the course fee. Students must pay all fees in full, and in advance.

Materials

Some courses use textbooks, which are not included in the course fees. Students are responsible for purchasing their own textbook. Please check the description for your course.

Cancellation Policy - Courses

- Course fees are fully refundable until 14 days before the start of your booked course. If you cancel your booking less than 14 days before the start of the course, fees are refundable minus a £10 admin fee. Once the course has begun, fees are non-refundable.
- No refunds will be given for missed classes.
- Enrolment is non-transferable: fees for enrolled courses cannot be transferred to another student.

Cancellation Policy - Private Lessons

- Private lessons must be booked giving a minimum of 24 hours notice. Students must pay all fees in advance.
- Private lessons can be cancelled or rescheduled by you without charge, up to 24 hours before the start of each booked lesson. If you cancel your booking in the 24 hours before the start of the lesson, no refund is available.
- If I have to cancel a booked private class for any reason, students will be offered the choice of a full refund or a rescheduled lesson at no extra cost.

Events

This cancellation policy does not apply to one-off events. Please refer to the cancellation policy for the specific event.

Promotional Materials

I may take photographs or videos in class, and at school events, for use in my promotional materials. You must inform me in writing if you do not allow me to use such images.

Further Conditions

- If I have to cancel a group class, either due to teacher illness or other circumstances, students will be offered a group catch-up lesson, either in half term or at the end of the course.
- If I have to cancel a group course, due to unforeseen circumstances such as long-term sickness, students will be offered the choice of a refund, or an alternative course at no extra cost.

If you have any questions about these Terms and Conditions, please contact me:

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