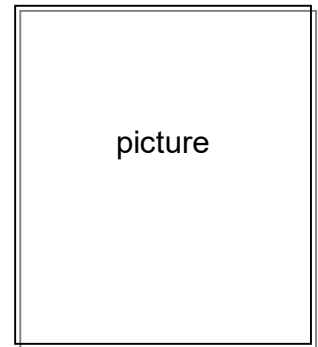




MATURITE SUISSE
CFC
LANGUES



ACADEMIC PROGRAM APPLICATION FORM 2020 - 2021

1. IDENTITY OF THE STUDENT

Name

First name

Date of Birth

Place of Birth

Nationality

Gender

Schools attended during the last 4 years :

	School	Years	Address
1			
2			
3			
4			

Boarding Student

Day Student

Choice 1 2 3 4 5

(e.g. look General Conditions , no 10)

1. Is the student a Swiss citizen ? Yes No
If not, does he or she hold a Swiss residence permit ? If so, which type of permit ?

2. Does the student need any health-care insurance coverage ? Yes No

2.1 If not, he or she should give a copy of the contract to the Ardevaz College

2.2 If yes, the school can organize, with extra charges

2. ACADEMIC INFORMATION

The student who will be admitted in a French or Bilingual Section must speak French fluently. Does the student need intensive courses? Yes

Which is his or her actually level : no knowledge poor suffisant good

French intensive courses

- 6 months
- 1 year
-

Maturité Suisse Section

- college, 1st year
- college, 2nd year
- college, 3rd year

3. LEGAL RESPONSIBILITY FOR THE STUDENT

- Father Both parents
- Mother Other*

* In the case that legal guardian of the student is not one of his or her parents or both parents, please fill out section 5

4. LEGAL GUARDIAN PERSONAL INFORMATION (IF NOT ONE OF THE PARENTS)

Legal Guardianship Resulting from

Name

First Name

Occupation

Professional Address

Address (number, street)

Zip Code

City

Country

Work Phone

Mobile

Phone

Fax

Email

5. PARENTS' PERSONAL INFORMATION

Father's Name
Father's First Name
Occupation
Home Phone
Work Phone
Mobile
Phone
Fax
Email

Mother's Name
Mother's First Name
Occupation
Home Phone
Work Phone
Mobile
Phone
Fax
Email
Address (number, street)
Zip Code
City
Country

6. MEANS OF COMMUNICATION

⇒ all communications from the school will be made by email, except if you would like another way to receive the information.

7. PAYMENT PLAN

⇒ check one :

annual

by semester

8. SIGNATURE

Parents and/or legal guardian

By signing this form the Parents or the legal guardian of the student accept the General Conditions attached to this application form, for the 2020-2021 academic school year, including the School Rules. At every registration renewal, the new General Conditions applicable for the new school year shall then apply, including the financial conditions.

Name(s) and first name of the Parents and/

or of the legal guardian

Place

Date

Signature(s)

9. STUDENTS WHO HAS REACHED THE AGE OF MAJORITY (18)

Students who have reached the age of majority (18 years old), whether as of the date of the admission or in the course of their education at Ardevaz College are required to complete, sign and return the below to the School.

By signing this form I hereby accept the General Conditions attached to this application form for the 2020-2021 academic school year, including the school Rules, that I agree to abide with. Moreover, I accept that information regarding my education may be communicated to my Parents.

Name and first name of the student who has reached the age of majority (18)

.....

Place

Date

Signature

By signing this form, the above-mentioned persons enter into a school contract with Ardévaz College which shall be governed by the attached General Conditions.

Please return this duly completed and signed form together with the other documents listed in the General Conditions to :

Ardévaz College
Rue des Amandiers 10 - 1950 SION /CH
Tel ++41 27 322 78 83 Fax ++41 27 322 99 89
email : info@ardevaz.com

I. GENERAL CONDITIONS

1. Introduction

By signing the application form or the renewal form, the Parents or the legal guardian (collectively, jointly and severally the “**Parents**”) enter into a school contract with **Ardevaz College**, and acknowledge having read and accept without reservation, these General Conditions for the 2020-2021 academic school year, which will govern the school contract and all contractual relationships between the Parents and the **Ardevaz College**.

At every registration renewal to a new academic school year, the Parents shall be deemed to have renewed the school contract and accepted the new General Conditions applicable for the new academic school year, including the new financial conditions.

2. Admission and Procedure

2.1 Required documentation and Application fee

The following documents must be filed with the application:

- 1- This application form duly completed and signed
- 2- A single non-refundable application (CHF 200.-)
- 3- One picture of the student
- 4- A complete transcript of the student’s academic record for the two years preceding the application
- 5- Two reference letters from the student former teachers
- 6- A health report duly completed, signed and stamped by the family doctor
- 7- A copy of the health insurance coverage, if the student doesn’t buy one with the school

2.2 Acknowledgement of the application

In order to have an application considered by the **Ardevaz College**, all the required documents indicated in the above Article 2.1 must have been filled and the Application Fee paid.

Once the application has been reviewed by the Management of Ardevaz College and the Application Fee received, a letter of acceptance or refusal will be mailed by Ardevaz College to the parents (in case of acceptance, the “**Admission Letter**”).

3. Amount to be paid in case of admission and renewal

If the student is admitted, a place will be confirmed and held for the student upon payment by the Parents within **14 days** following receipt of the Admission Letter of a total amount of at least one semester, comprising, as indicated under Articles 9 and 10, the Security Deposit for boarding student and the Advanced Payment on Tuition Fees.

Each subsequent year, **Ardevaz College** will send a renewal form together with a letter (the “**Registration Renewal Letter**”) to the Parents. A place will be confirmed and held for the student for the following academic school year upon receipt of the duly completed and signed renewal form and payment by the Parents within **14 days** following receipt of the Registration Renewal Letter of the Advanced Payment on Tuition Fees, that is the amount of one semester.

4. School Rules

4.1 Commitment to abide by the School Rules

A student who has been accepted to **Ardevaz College** will retain his or her place providing all fees have been paid and the student abides by the School Rules.

4.2 Disciplinary decisions and dismissal

Decisions with a view to sanctioning students who do not abide by the School Rules, or who do not have the required capability to follow the curriculum offered by the school (e.g., poor grades) are made by **Ardevaz College**, at its sole discretion and may not be appealed by the Parents.

The Management of **Ardevaz College** retain the right, at all times, to dismiss a student whose behaviour, attitude or school work is deemed unsatisfactory.

5. Health care insurance coverage and medical treatment

Ardevaz College's students must have health care insurance coverage. The Parents must send a copy of the health contract to the **Ardevaz College**. The **Ardevaz College** can also oblige a Swiss insurance contract for the duration of his or her stay in Switzerland. The price is CHF 110.-/month. The parents must fill this need over the Application form, and a medical deposit of CHF 300.- must be made.

Ardevaz College reserves the right to take all necessary actions in the best interest of the health and wellbeing of the student. The Parents explicitly authorize **Ardevaz College** to take all necessary actions to provide medical treatment to the student and agree to pay all expenses incurred at the discretion of the school for the medical treatment of a student.

6. Governing law and jurisdiction

The General Conditions and all contractual relationships between, on one hand, the Parents, the person's guardian jointly and severally responsible for the payment of the financial obligations and, as the case may be, the student who reaches the age of legal majority (18), and, on the other hand, **Ardevaz College**, shall exclusively be governed by Swiss law.

7. Application Fee

The Application Fee amounts to **CHF 200.-** non-refundable.

8. Annual Tuition Fees and payment plan

Pursuant to Article 3, if the admission request is accepted, the Parents shall pay, within **14 days** upon receipt of the Admission Letter, a total amount of **CHF 8'775.-**

8.1 Day Students for an academic year

8.1.1 the payments are made in two instalments. The first, within 14 days upon receipt of the Admission letter and the second on December 1st.

9. Annual Tuition Fees are set out in the table below

		1 st & 2 nd year at Ardevaz College	3 rd year at Ardevaz College	4 th year at Ardevaz College
1	students (I)	18'500.-	19'050.-	20'250.-

(I) The school fees includes the following expenses :

- Administrative fees (due once upon the first registration in Ardevaz College)
- Tuition fee
- Swiss residence processing charges
- School supplies : textbooks, exercise books and duplicates, reproduction materials

10.1 Additional compulsory fees for all students

Additional compulsory fees applicable to all students shall be expected during the school year.

These amounts are variable :

- Fees for external examination (Maturite suisse, baccalaureate, language)

10.1.2 Additional optional Tuition fees

Additional optional fees applicable to all students shall be expected during the school year. They comprise:

- transportation service
- extracurricular activities
- full board (except the students living in an host family, e.g. (III))
- lunch from Monday to Friday for student living in host family, e.g (III))
- all the other courses, lessons, etc... not included in the mandatory programme
- private lessons and individual tutoring
- medical expenses not covered by insurance

10.2 Multi-child discount

For parents who have two or more children attending the school, a reduction of the Tuition fees is granted upon request. This discount is: 10% for the second, 15 % for the third child. Application must be renewed for each school year and forms can be obtained from the school manager.

10.3 Financial conditions

Payments should be made by wire transfer to:

Bank : UBS SA
CH-8098 ZUERICH
Swift code UBSWCHZH80A
IBAN CH43 0026 5265 6250 4201 N
In favor of S.L.S.-Ardevaz Sàrl
Rue des Amandiers 10
CH-1950 SION (Switzerland)

10.3.1 Conversion rate of foreign currencies – conversion fees

Foreign currencies received in payment of school fees are converted into Swiss francs at the day's rate at the time of receipt by the Ardevaz College. Any fees related to foreign exchange incurred by the Ardevaz College shall be charged to the Parents.

10.4 Cancellation of registration and irrevocable commitment to pay the tuition fees for the current academic school year

The student is registered for a complete academic school year, that is from August to June. By signing the admission form or the renewal form, the Parents commit to paying the annual tuition fees and, as the case may be, the optional fees for a complete academic school year subject to the following provisions:

10.4.1 Every contract cancellation must be notified by registered mail to **Ardevaz College**.

10.4.2 A 30-day prior notice as evidenced by the date of receipt of the mail by **Ardevaz College** must be respected.

10.4.3 If the cancellation takes effect before July 1st, the Parents may not pay for the full academic school year by paying liquidated damage for improper time cancellation. This liquidated damage shall amount to the Administrative Fee, that is for a new admission CHF 1'000.- for the day students, and CHF 2'475.- for boarding students, and for registration renewal CHF 200.- for the day students and CHF 350.- for boarding students.

10.4.4 If the dismissal or the cancellation takes place after July 1st but before December 31st, the Parents may not pay for the full academic school year by paying liquidated damage for improper time cancellation. This liquidated damage shall amount to 30% of the annual Tuition fees. Cases of particular circumstances or *force majeure* (see paragraphs 10.4.6 and 10.4.7 below) are reserved.

10.4.5 If the dismissal or the cancellation takes place after December 31st, a liquidated damage for untimely cancellation is due and it shall amount to the annual Tuition fees. Cases of particular circumstances or *force majeure* (see paragraphs 10.4.6 and 10.4.7 below) are reserved.

10.4.6 In case of particular circumstances preventing the student from completing the academic school year and/or attending classes, **Ardevaz College** may, at its sole discretion, accept a withdrawal during a school year without requesting that the entire annual tuition fees, or the liquidated damage payment be paid, provided that the withdrawal and its reasons be duly notified by registered mail to **Ardevaz College**.

10.4.7 Cases of *force majeure* are reserved.

10.5 Reimbursement and reductions

Except as set forth in Article 10.4. above, no reduction and no reimbursement shall be made for absence, withdrawal or dismissal of the student

10.6 Consequences in case of non-payment or late payment

As long as all the fees dues are not fully settled, the student will not be authorized to attend classes. No records, diplomas, recommendations, or grade reports shall be released until all financial obligations of the Parents shall be discharged.

The Parents undertake to pay an annual default interest of 10% for all late payments.

The Parents agree and acknowledge that the Tuition fees are due and payable in accordance with the General Conditions without the need for the **Ardevaz College** to put the parent on notice for payment.