



## Registration Form for Courses\*\* or Membership\*

<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) &amp; \$25 Membership Fee (Adult Classes) = Total Cost</u>
<u>Cash/Check Number:</u>
<p>*Disregard course information if only registering for membership</p> <p><b>*Why do you want to become a member?</b></p> <p><b>**How did you hear about French courses at L'Alliance Française de Louisville?*</b></p>

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

Reflète 1 set \_\_\_\_\_ Reflète 2 set \_\_\_\_\_

The Ultimate French Review and Practice Book \_\_\_\_\_ (optional but recommended)

### **Merci et bienvenue à l'Alliance Française de Louisville!**

1313 Lyndon Lane, Suite 111, Louisville, Kentucky 40222 (502) 420-0800

E-mail : [afschooll@bellsouth.net](mailto:afschooll@bellsouth.net); Website : [www.aflouisville.org](http://www.aflouisville.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.
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 or before 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:** Classes are cancelled if JCPS has cancelled. Any missed class due to inclement weather will be rescheduled.