**Terms and Conditions for studying with Cambridge Japanese**

For all lessons either over Skype or in our studio, you must be punctual and ready to begin each lesson on time as agreed beforehand.

If using Skype, you must ensure that your internet connection and communication devices are in full working order to conduct a productive lesson.

If learning in our studio it is located in Cambridge in the CB4 area around Orchard Park. You are required to walk up 2 flights of stairs to the second floor to reach the teaching location and assume all responsibility for the safe journey here as well as back home.

Rudeness/violence/aggression/inappropriate behaviour is not acceptable under any circumstance and we reserve the right to cancel the lesson immediately without refund if found to be in breach of this.

All lessons are to be pre-paid in advance of each lesson and cancellations must be done within a 48 hour period or within reason for on the day illness in order to be eligible for the payment to carry forward for a re-booking.

Please attempt all homework provided as this is for your own benefit.

Dress in comfortable clothing to allow for best concentration.

All lessons are 60 minutes long unless otherwise specified.

You agree that all interaction is private between the student and the teacher and that you can openly discuss all requirements to best help your progression in your Japanese studies.

You accept and consent that photography of study sessions may be taken to help promotion purposes. If you do not consent, please indicate this below under your signature and we will comply with your wishes.

You agree to give an honest and fair review of your experience with Cambridge Japanese if asked.

Please ask your parent/guardian to sign the agreement below to declare that you understand and accept the terms and conditions:

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_