

AFG Group Classes & Tutoring Policies

Group Classes

Schedules:

- Adult Group Classes are offered in trimesters of 11 weeks each: Fall (September-December), Winter (January-March), and Spring (April-June). A variable summer session is offered based on demand at a prorated rate.
- After-School Classes are offered in trimesters of 11 weeks each: Fall (September-December), Winter (January-March), and Spring (April-June).
- Ecole du Samedi is offered for the full school year: September to June, 3 Saturdays each month. An “Early Bird Discount” is available to those who enroll their child before the end of August. Parents may pay tuition in two installments: one before each semester (before September and before January).
- Summer Camp is offered for several weeks each summer.

Adults are grouped according to their level of French and their personal learning goals and preferred pace. For all but total beginners, we recommend taking our placement test to assess the most appropriate level.

Registration payments must be processed before the class begins. If a student wishes to join a class late (anytime after the first class) or knows of any planned absences at the time of their enrollment, they may call the office to process payment for the class at a prorated rate. This courtesy only applies at the time of enrollment.

Students will not be reimbursed for classes missed, nor can the AFG schedule make-up classes for individual students' absences. If you need to miss a class, please give the teacher 24 hours' notice and they will send you materials to complete at home. This policy applies to all students, whether they have enrolled in the full session or part of a session.

Classes canceled by the teacher will be made up at the end of the session or at another time that is mutually agreed upon by the teacher and students.

If a student wishes to cancel their class enrollment, the AFG can apply credit toward another AFG class/program or issue a refund minus a \$25 administrative fee.

All children must be toilet trained before they start classes.

Tutoring

Please email us at afgreenwich@gmail.com to arrange tutoring. Our Education Coordinator will ask you for some information, then reach out to our roster of educators to find the right tutor to suit your needs.

Payments must be processed before lessons begin.

The AFG does not issue refunds after the first lesson, but can apply credit toward another AFG class or program.

Cancellations of private lessons must be arranged 24 hours ahead of time. If the teacher is not given 24 hours' notice, the student(s) will be charged for the lesson. For semi-private lessons (2 students to 1

teacher), if one student needs to cancel and the other wants to proceed with the lesson, that student must purchase a private lesson for that day.

First-time registrants are entitled to a 10% discount on their first AFG class or tutoring package.

All students currently enrolled in a class or tutoring are entitled to all the benefits of AFG Membership.

Registration fees do not include the price of textbooks and exercise books, the prices for which vary based on the class and teacher.