

Terms and Conditions

1. These terms and conditions are to be read in conjunction with Wellington Chinese Language School General Operating Procedures/ Policies.
Wellington Chinese Language School may be referred to in these terms and conditions as "we", "us", "WCLS" or "School". By enrolling as students (You) with us, you and /or your legal guardians acknowledge that you and /or your legal guardians have understood these terms and conditions and agree to be bound by them.
2. Enrolment can be made under the following categories:
 - Children Classes - for children who are 17 years old or younger
 - Adult Classes - for those who are 18 years old or above
 - Family - Immediate family with a maximum of 5 people who enrol in the same term.
3. Subscription Fee is payable annually at the commencement of the school year or earlier. Enrolment is not valid unless payment is made in full. We do not accept instalments/partial payments.
4. New students may enrol at any time during the school year, subject to availability. Enrolment fee will be adjusted accordingly.
5. Subject to availability of a place, a new student may be given one session free trial on request.
6. Refund can be made within 1 month after the commencement of the class. Absences are still counted within the one month refund period. Enrolment is not transferable, and refund will not be allowed after the 1-month grace period stated above. We will make any refunds to a nominated bank account, not by cash or cheque.

7. Payment can be made by online banking, EFPTOS, cheque or cash. We do not accept credit card payment. Should your payment be dishonoured by your bank, we may charge you a dishonour fee.
8. We reserve the right to assign/reassign a student to an appropriate class level if we think that the student's level does not match the rest of the class. Please feel free to talk to us if you and /or your legal guardians feel that the level is not appropriate.
9. You and /or your legal guardians agree to abide by the School's policies. You and /or your legal guardians further accept that all policies are subject to change from time to time and shall remain binding. Copies of all policies are available for perusal upon request and on the School's website.
10. WCLS takes no responsibility for any loss or damage to your property during school hours and during other school activities.
11. You and /or your legal guardians shall be liable for and shall indemnify and hold harmless the School, it's volunteers, committees, representatives, agents, consultants, students and their respective officers against any and all actions, proceedings, liability, claim, damage, statutory penalties, expenses (including court costs and legal fees on an indemnity basis) or loss of whatever nature, which the School may suffer or incur as a result of your action, negligence, omission, default arising directly or indirectly from your use of this website or your participation in any activities at the school.