

## 2021 CANCELLATION POLICY EFBA Programs

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## After School Program 2021-2022

Registering for the EFBA is a commitment to pay tuition for the entire school year. Although the EFBA offers a payment plan, families may not cancel midway through the year.

Each of our programs guarantees a set number of teaching hours. Levels FSL 1, FSL 2, FSL 3, Petits Francophones, Moyens Francophones, Grands Francophones, FL-A, FL-B, FL-C, and FL-D consist of 81 teaching hours. AP French Prep is 40.5 teaching hours with 6.5 hours of oral exam practice. Astronomy Club is a 30 hour program. Math Games has 30 hours. French I to IV are 180 hours of instruction. Oceanography is 45 hours.

In case of cancellation, eligibility for refund is based on the time of the year when the cancellation request is submitted:

- For cancellation requests submitted between June 1st, 2021 and July 1st, 2021, a full refund is available.
- For cancellation requests submitted between July 2nd, 2021 through the end of the first week of the program, You will forfeit a deposit of \$350, and will be eligible to receive a refund of your paid amount, minus the deposit.
- Cancellation requests submitted after the first week of the program are not eligible for any reimbursement. You will forfeit the entire program fee and will not be eligible for a refund.

Reallocating unused tuition to a different EFBA program is not permitted, but you may be able to request to transfer some of your unused tuition to EFBA's scholarship fund as donation.

Some of our classes are not appropriate for students without a history of French language experience or instruction. The recommended amount of French experience needed for each class is listed on our registration website. If a student registers for an EFBA class and does not meet the minimum proficiency level as determined by an assessment by EFBA staff, a credit and not a refund will be issued.

Per our terms and conditions, there will be no reimbursement in the case of problems with Internet and electronic communications. In case of medical emergency, a prorated credit-value may be discretionarily granted by EFBA on condition that they provide official proof / supporting documentation by an MD.

If EFBA is forced to cancel this program and is unable to schedule make-up classes, a prorated refund by check or store credit will be processed within 90 days of approval.

## In-Person Classes Waiver for After School Program 2021-2022

### COVID-19 WAIVER OF LIABILITY AND CLAIMS

To be signed by the parent or legal guardian of children entering EFBA classroom premises ("the "Premises"):

EFBA is committed to the health and safety of the children that it welcomes in its classes. Pursuant to guidance issued by the CDC and local regulations, EFBA has adopted the following practices for its Premises and you acknowledge and agree that your child will be requested to comply with these practices in order to prevent the transmission of the COVID-19 virus. Current practices are:

- Physical distancing (maintaining a distance of at least six feet from others)
- Face masks at all times on the Premises; and
- Use of hand sanitizers provided.

\*we will be abiding by changing CDC recommendations as well as whatever specific COVID restrictions that our host schools have.

In the event where your child presents any COVID-19 contagion risk, you commit to not present your child to the Premises. This includes the following circumstances:

- Your child tested positive for coronavirus in the preceding 3 weeks
- Your child tested positive for coronavirus antibodies in the last 14 days
- Your child has had COVID-19 symptoms, including fever, chills, muscle pain, headache, sore throat, new loss of taste or smell in the last 48 hours;
- Your child has a temperature exceeding 100.4 degrees Fahrenheit
- Your child had contact with someone who has tested positive or is presumed positive for coronavirus in the preceding 14 days;
- You have travelled outside of the United States within the last 14 days.

In addition, you acknowledge that no one can guarantee safety of any individual from contracting COVID-19 and, particularly for individuals deemed to be at high risk by the CDC, COVID-19 can pose a serious health risk to your child. As a result, you understand and agree that while EFBA has undertaken every reasonable precaution against the transmission of COVID-19, EFBA cannot make any guarantees about the spread of the disease or its impact on you. You also understand and agree that EFBA must maintain a record of your visit to the EFBA premises in the event contact tracing must take place following your visit. As a result, EFBA will keep records of the date and duration of your visit, as well as individuals you visit with at the EFBA offices.

Therefore, you hereby release from, and covenant not to sue EFBA or EFBA directors, officers, employees, representatives, agents, partner schools, lessors and lessees, any you release such entities and individuals from any and all present and future claims resulting from negligence or other claims, including but not limited to any loss, injury, illness (including COVID-19), damage or liability sustained by you while on or about or visiting the Premises.

You further agree to assume all the foregoing risks and accept personal responsibility for any damages and loss following any loss of property, injury, illness (including COVID-19), permanent disability, or death resulting from visiting the Premises. You represent that you have read and fully understand the above waiver, release, and assumption of risk and fully understand that you have given up substantial rights by signing this waiver, release, and assumption of risk, and sign it voluntarily.

EFBA reserves the right to move classes online with no refund if we feel it prevents a significant health and safety risk to continue in-person learning.

## Spring and Summer Le Club EFBA

### Cancellation policy for clients

Cancellation requests are not eligible for any reimbursement. You will forfeit the entire program fee and will not be eligible for a refund. Upon request, we may convert tuition for unused programs into a donation and provide you with a tax receipt.

Participants new to our online programs must pass an assessment to participate. If a participant does not pass the assessment, participants will either receive a credit towards a different program or a refund minus a \$100 processing fee. Please contact [admissions@efba.us](mailto:admissions@efba.us) with any questions before registering.

Per our terms and conditions, there will be no reimbursement in the case of problems with internet and electronic communications.

In case of medical emergency, a prorated credit-value may be discretionarily granted by EFBA on condition that they provide official proof / supporting documentation by an MD. We will retain a processing fee of \$100.

### Cancellation policy for members

The same rules as non-members apply. Keep in mind that cancelling a camp or program does not cancel your membership status, the membership fee is a donation to our nonprofit. As a donation, the membership is non-refundable.

If EFBA is forced to cancel this program and is unable to schedule make-up classes, a prorated refund by check or store credit will be processed within 90 days of approval.

# Summer School Classes 2021

## **Cancellation and Assessment Policy for Clients**

Cancellation requests are not eligible for any reimbursement. You will forfeit the entire program fee and will not be eligible for a refund. Upon request, we may provide you with a tax receipt for unused programs.

Some of our classes are not appropriate for students without a history of French language experience or instruction. The recommended amount of French experience needed for each class is listed on our registration website. If a student registers for an EFBA class and does not meet the minimum proficiency level as determined by an assessment by EFBA staff, no refunds will be issued.

Per our terms and conditions, there will be no reimbursement in the case of problems with Internet and electronic communications. In case of medical emergency, a prorated credit-value may be discretionarily granted by EFBA on condition that they provide official proof / supporting documentation by an MD.

## **Cancellation and Assessment Policy for Members**

The same rules as for clients apply. Keep in mind that cancelling a camp or program does not cancel your membership status, the membership fee is a donation to our nonprofit. As a donation, the membership is non-refundable.

If EFBA is forced to cancel this program and is unable to schedule make-up classes, a prorated refund by check or store credit will be processed within 90 days of approval.

## Cultural Programs & Virtual Events

### **2020-2021 Clients:**

No refunds. In the case of unexcused absence or cancellation, a penalty charge will be applied in the amount of \$25, unless you present proof of a medical or family emergency.

Participants new to the EFBA must pass an assessment to participate. No refunds will be issued if a participant does not pass the assessment. Please contact [admissions@efba.us](mailto:admissions@efba.us) with any questions before registering.

### **2020-2021 Members:**

#### For Virtual Events (except virtual playtime):

No refunds. In the case of unexcused absence or cancellation, an additional penalty charge will be applied in the amount of \$25, unless you present proof of a medical or family emergency.

#### For In-Person Museum Quest:

In case of unforeseen circumstances, up to 5 days before the activity, you have the option of postponing your reservation to a later date, subject to the number of spaces available.

In the case of unexcused absence or cancellation less than five days before the activity, an additional penalty charge will be applied in the amount of \$25, unless you present proof of a medical or family emergency.

#### For In-Person Little Symphony and Little Opera:

No refunds.

## Private/Semi Private Lessons



By registering for a lesson package with the EFBA, you are committing to the entire duration of the package. Our \$95 registration fee for non-members is nonrefundable under all circumstances and the cost of books/materials will not be reimbursed. In case of cancellation, eligibility for refund is based on what proportion of the lesson package has been completed when the cancellation request is submitted:

- For cancellation requests submitted before any lessons have been completed, we will refund payment for the package. Any registration fees or costs for books/materials will not be refunded.
- Cancellation requests submitted when less than 30% of the lessons have been completed are eligible for prorated reimbursement of the cost of the package. Any registration fees are nonrefundable and will not be prorated. Upon request we may provide you with a tax receipt for unused tuition.
- Cancellation requests submitted when 30% or more of the lessons have been completed are nonrefundable.

A lesson can only be rescheduled with at least twenty four hours advance notice. Any lesson cancelled with less than twenty four hours notice or no notice will be considered a completed lesson. The client will forfeit the value of the lesson and the missed lesson cannot be rescheduled.

In case of medical emergency, a prorated reimbursement or credit-value may be discretionarily granted by EFBA on condition that they provide official proof / supporting documentation by an MD. Per our terms and conditions, there will be no reimbursement in the case of problems with internet and electronic communications.

10 hour lesson packages must be completed within 120 days from the date of the first lesson. 20 hour lesson packages must be completed within 240 days from the date of the first lesson.

Keep in mind that cancelling a lesson package does not cancel your membership status, the membership fee is a donation to our nonprofit. As a donation, the membership is non-refundable.

\*When applicable, refunds are processed within 90 days of the date of approval by check.