

IF YOU BOOK A LANGUAGE COURSE  
AT HISPANIA, PLEASE INFORM US  
OR THE LANGUAGE SCHOOL THAT  
YOU WANT TO APPLY FOR YOUR

## FREE WELCOME PACK

### INCLUDED:

- AIRPORT PICK UP (IF REQUIRED)
- ORIENTATION TOUR AT SCHOOL
- ORIENTATION TOUR IN VALENCIA
- 1 WEEKEND EXCURSION WITH HISPANIA
- -10% DISCOUNT FOR ADDITIONAL ONLINE LANGUAGE LIVE COURSE

EMAIL:  
[OFFICE@SCHOOLSSENSATIONS.COM](mailto:OFFICE@SCHOOLSSENSATIONS.COM)

SEND US YOUR EMAIL WITH YOUR  
NAME AND THE WELCOME CODE:



# YOUR WELCOME PACK CODE:

## "WELCOME-HIS20"

[WWW.SCHOOLSSENSATIONS.COM](http://WWW.SCHOOLSSENSATIONS.COM)

# Dates & Fees 2021-22



## Accreditations and Memberships



## Awards



Hispania, Escuela de Español  
Multi Award Winner | 2016 - 20  
Language School of the Year



PREMIOS EXCELENCIA  
EDUCATIVA



Hispania, escuela de español  
Best Spanish Language School  
Europe/Spain



Hispania, escuela de español

2021 Award Winner

Spanish Language School  
of the Year | Spain



Hispania, escuela de español  
Best Educational Spanish Language School - Spain





# Courses Menu | Onsite

## General

- General Spanish Courses
- Private Lessons / Private Groups

## Official Exams Preparation & Examination

- DELE
- SIELE
- CCSE

## Higher Education Access

- University Pathway Courses - PAU Preparation
- Spanish Course for *Máster* or *Grado Superior* Access
- Tailored Course for Master's Degree Access

## Vocational Certifications

- International Marketing
- Logistics

## Professional

- Courses & Workshops for Professional Training
- Professional Spanish
- ELE Teacher Training Course
- Training course for professionals of the study & travel sector (long stay)

## Vacation

- Summer Course
- Personalised Linguistic Stays for Groups
- Spanish Plus Programmes

## Young

- Courses for Kids & Teenagers
- Family Courses

## Exclusive

- Luxury Vacation Course in Valencia
- Deluxe Beauty & Shopping course in Valencia
- Personalised Deluxe Course package



# Courses Menu | Online

## General

- General Spanish Courses
- Private Lessons / Private Groups

## Official Exams Preparation & Examination

- DELE Preparation Course

## Young

- Courses for Kids & Teenagers
- Family Courses

## Higher Education Access

- University Pathway Courses - PAU Preparation
- Spanish Course for *Máster* or *Grado Superior* Access
- Tailored Course for Master's Degree Access



# 2022

## JANUARY

Mo	Tu	We	Th	Fr	Sa	Su
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## FEBRUARY

Mo	Tu	We	Th	Fr	Sa	Su
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

## MARCH

Mo	Tu	We	Th	Fr	Sa	Su
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## APRIL

Mo	Tu	We	Th	Fr	Sa	Su
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## MAY

Mo	Tu	We	Th	Fr	Sa	Su
						01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## JUNE

Mo	Tu	We	Th	Fr	Sa	Su
		01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## JULY

Mo	Tu	We	Th	Fr	Sa	Su
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## AUGUST

Mo	Tu	We	Th	Fr	Sa	Su
01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## SEPTEMBER

Mo	Tu	We	Th	Fr	Sa	Su
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## OCTOBER

Mo	Tu	We	Th	Fr	Sa	Su
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## NOVEMBER

Mo	Tu	We	Th	Fr	Sa	Su
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## DECEMBER

Mo	Tu	We	Th	Fr	Sa	Su
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### Courses starting every day

- General Spanish Courses\*
- Private Lessons / Private Groups

\* Only the Absolute Beginners level has a fixed start date

### Courses with a fixed start date

- Start Absolute Beginners - Morning lessons
- Start Absolute Beginners - Afternoon lessons
- PAU Preparation Course

### Start Vacation Course

- End Vacation Course
- DELE Preparation
- DELE Exam\*
- Start Courses for Kids & Teenagers
- End Courses for Kids & Teenagers

### DELE Courses

Exam date	Start dates Preparation Courses
May 21st	8 weeks: March 28th 4 weeks: April 26th
July 9th	8 weeks: May 16th 4 weeks: June 13th
November 12th	8 weeks: September 19th 4 weeks: October 17th

Bank Holidays:  
January 1, January 6, April 15, April 18, April 25, May 1st, June 24, August 15, October 12,  
November 1, December 6 and December 8.

\*Official exam dates not confirmed yet. The dates for the DELE Preparation Course might change

# General

## GENERAL SPANISH COURSES

*What's included*



Schedule your weekly number of lessons



Flexible timetable: choose your preferred time and change it whenever you need it



Make up the lessons you missed!



Onsite lessons with small groups



Administrative visa support, if required



Certificate of attendance & class materials

### Extensive: 4 hours per week

Duration (weeks)	4 - 19	20 - 49	50+
Price per week	32 €	28 €	27 €

### Extensive Plus: 6 hours per week

Duration (weeks)	4 - 13	14 - 33	34+
Price per week	48 €	42 €	40,5 €

### Intensive: 10 hours per week

Duration (weeks)	1 - 7	8 - 19	20 - 39	40+
Price per week	80 €	70 €	67,5 €	65 €

### Intensive Plus: 20 hours per week

Duration (weeks)	1 - 3	4 - 9	10 - 19	20 - 29
Price per week	160 €	140 €	135 €	130 €

# General

## LONG TERM COURSES

*What's  
included*



20 hours per week of General Spanish lessons (small groups)



1 DELE Preparation Course  
(in substitution of General Spanish lessons)



Onsite lessons with  
small groups



Certificate of attendance & class  
materials



Administrative visa support,  
if required

- Acceptance letter for the student visa
- Management of the NIE card
- Documentation for the accommodation registration in Spain

## Suggested duration for students who require a student visa

Duration (weeks)	30	40	1 year
Total price	3750 €	4400 €	4900 €

## SUMMARY OF COURSE PRICES

Number of hours	<80	80	200	400	600	800	1.000
Price per hour	8 €	7 €	6,7 €	6,5 €	6,2 €	5,5 €	4,9 €

# General

## PRIVATE LESSONS / PRIVATE GROUPS

*What's  
included*



Schedule your weekly  
number of lessons



Flexible timetable:  
choose your preferred time and  
change it whenever you need it



Certificate of attendance



One-to-One lessons



Administrative visa support,  
if required



Class materials

### Individual Lessons

Duration	1 hour	10 hours	40 hours
Price per hour	50 €	40 €	35 €

### Private Groups (Price per hour and student)

	2 students	3 students	4 students	5 students	6 students
1 hour	35 €	30 €	25 €	21 €	General Course price
10 hours	27 €	23 €	19 €	16 €	General Course price
40 hours	23 €	19,5 €	16 €	13,5 €	General Course price



# Official Exam Preparation Courses



## DELE Preparation Courses

What's included

- Select 10 or 20 hours of DELE Preparation lessons per week (4 or 8 weeks duration)
- Fixed timetable: morning or afternoon lessons
- Administrative support for the official exam registration
- Certificate of attendance & class materials

### Intensive: 10 hours per week

4 weeks

8 weeks

Price per week

115 €

95 €

### Intensive Plus: 20 hours per week

4 weeks

8 weeks

190 €

170 €



## SIELE Preparation Courses

What's included

- 10 hours of SIELE Preparation lessons per week (4 weeks duration)
- Fixed timetable: choose morning or afternoon lessons
- Administrative support for the official exam registration
- The official SIELE exam registration fee is included

### Course + SIELE exam

4 weeks

Total price

495 €

### Express Preparation + SIELE exam

155 €

## CCSE CCSE Preparation Course

What's included

- 200 hours of General Spanish Course
- 2 Private Lessons for exam preparation
- Administrative support for the official exam registration
- Official registration fee for the DELE A2 and CCSE exams is included

Total price

1750 €

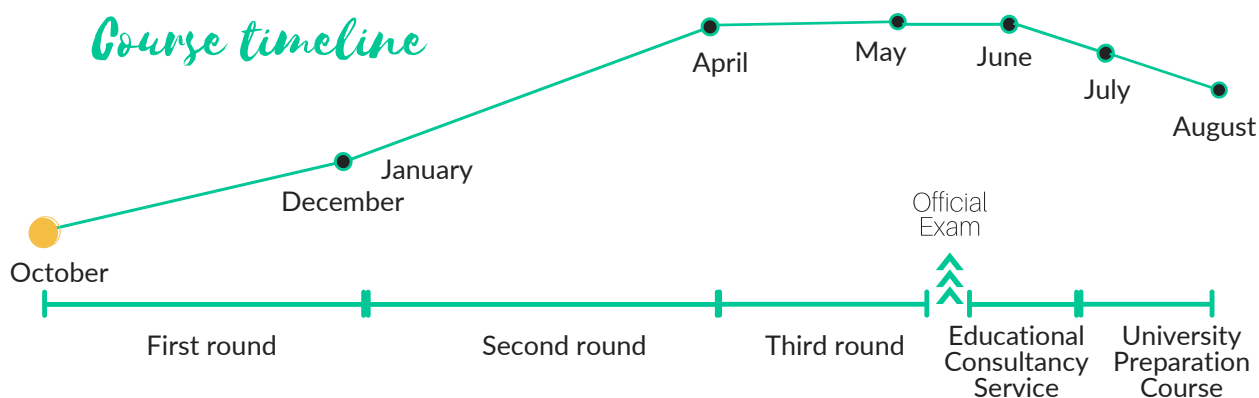
# Higher Education Access Courses

## UNIVERSITY PATHWAY COURSES – PAU PREPARATION

### What's included

- October - July
- 20-30 hours per week
- Certificate of attendance
- Higher Education Orientation Course
- Regular groups
- Administrative visa support, if required
- Class materials
- Educational Consultancy Service

### Course timeline



### PCE

### EBAU

	Preparation	4 exams	3 exams + 200 hours of General Spanish	4 exams (on-site) + 2 exams (online)	3 exams + 200 hours Spanish (on-site) + 2 exams (online)
<b>ON-SITE COURSE</b>		4000 €	4000 €	4750 €	4750 €
<b>BLENDED COURSE</b> (online & on-site)		from 3200 €	from 3200 €	from 3950 €	from 3950 €

- The course meets the requirements for a student visa
- In case of choosing a lower number of subjects, the price would be:  
October - July: 1250€ per subject | January - July: 1000€ per subject
- Shorter duration: 50€ per week and subject
- Spanish lessons added to this course: 4,9€/hour

Both (PCE & EBAU) allow students to choose a foreign language (English, French, Italian, German or Portuguese) as an exam.

Students can change the preparation for this exam for General Spanish lessons, in order to complete 20 hours of tuition per week (minimum for a student visa).









### Blended courses comparison

	START	TOTAL DURATION	ON-SITE WEEKS	STUDENT VISA REQUIRED	PRICE
<b>OPTION A</b>	October 2021	42 weeks	30 weeks	YES	3600 €
<b>OPTION B</b>	October 2021	42 weeks	12 weeks	NO	3200 €
<b>OPTION C</b>	October 2021	60 weeks	30 weeks	YES	4500 €

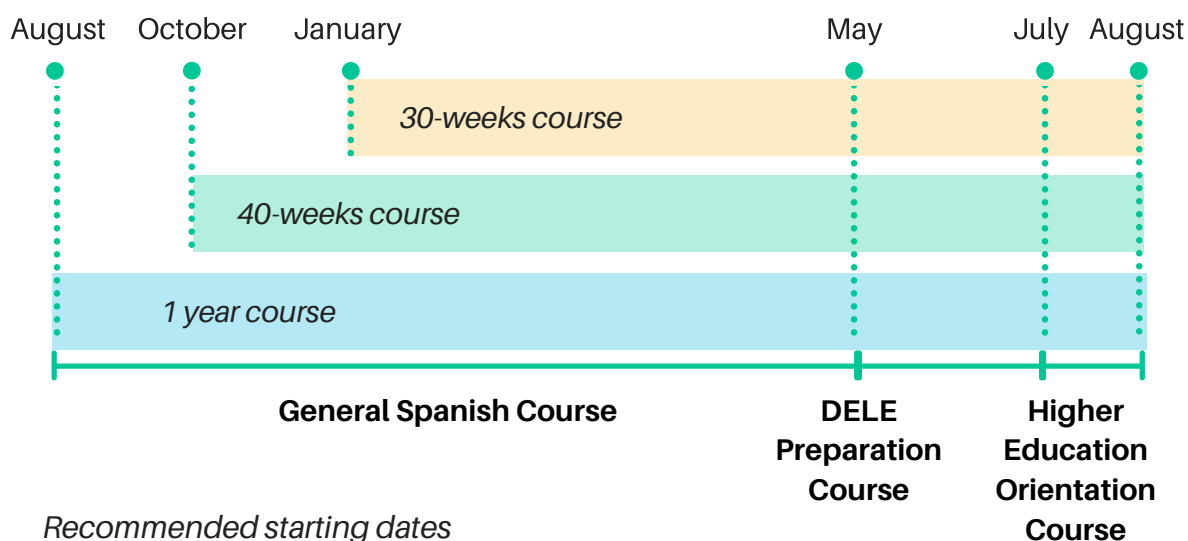
# Higher Education Access Courses

## ACCESS COURSE TO HIGHER EDUCATION IN SPAIN **MASTER** OR **GRADO SUPERIOR**

### What's included

-  October - July
-  20-30 hours per week
-  Certificate of attendance
-  Higher Education Orientation Course (online)
-  Regular groups
-  Administrative visa support, if required
-  Class materials
-  Educational Consultancy Service

### Course timeline



### Course options





Duration	30 weeks	40 weeks	1 year
Total price	3500 €	4000 €	4500 €

# Higher Education Access Courses

Our school can help students with the bureaucratic admission process at a University in Spain.

## Educational Consultancy Service





### Standard service for a Bachelor's degree

-  Assistance with the accreditation/approval (*homologación*) of study documents.
-  Registration for the official University entrance exams (PAU).
-  Information about the requirements to access a Bachelor's degree.
-  Information about University pre-inscription and inscription for a Bachelor's degree.

Price: 300 €

★ This service is free of charge for students of the Spanish Course for University Access.

### Standard service for a Master's degree







-  Assistance with the accreditation/approval (*homologación*) of study documents.
-  General information about University Master's degrees.
-  Information about the requirements to access a Master's degree.
-  Information about University pre-inscription and inscription for a Master's degree.

Price: 300 €

★ This service is free of charge for students of the Spanish Course for University Access.

### Premium service for a Bachelor's degree

Students receive a professional and personalised management of their study documents, adapted to their needs and priorities, in order to maximise their possibilities for University access.







-  Assistance with the accreditation/approval (*homologación*) of study documents.
-  Registration for the official University entrance exams (PAU).
-  Assisted university pre-inscription in the chosen Universities.
-  Personalised information about the entrance criteria for the chosen Bachelor's degree.
-  Personal management and advice about educational grades and entry requirements for University access.
-  Information about University pre-inscription and inscription for a Bachelor's degree.

Price: 600 €

★ 300 € for students of the Spanish Course for University Access.

### Premium service for a Master's degree

Students receive a personalised management to choose the best option for their Master's degree at a university in Spain and to complete the application correctly, in order to ensure registration.

-  Assistance with the accreditation/approval (*homologación*) of study documents.
-  Correction of the CV for pre-inscription to a Master's degree.
-  Correction of the cover letter for pre-inscription to a Master's degree.
-  Personalised information about the entrance criteria for the chosen Master's degree.
-  Assisted university pre-inscription for a Master's degree.
-  Personalised information about the university inscription for a Master's degree.

Price: 600 €

★ 300 € for students of the Spanish Course for University Access.

### University enrolment service for a Bachelor's degree

Students can delegate to our experts all work related to the University pre-registration or registration for a Bachelor's degree. This way we ensure the correct preparation of the documentation in the easiest and most convenient way for the students.

Price: 600 €

★ 300 € for students of the Spanish Course for University Access.

### University enrolment service for a Master's degree

Students can delegate to our experts all work related to the University pre-registration or registration for a Master's degree. This way we ensure the correct preparation of the documentation in the easiest and most convenient way for the students.

Price: 600 €

★ 300 € for students of the Spanish Course for University Access.



# Higher Education Access Courses

## ★ Higher Education Orientation Course

*What's included*



4 weeks (July) 20 hours per week



Online attendance

Duration (weeks)

4

Total price

300 €

## SPANISH COURSE FOR MASTER'S DEGREE ACCESS AT UNIVERSITAT JAUME I IN CASTELLÓN PRIVATE GROUPS

*What's included*



October - July



20-30 hours per week



General Spanish lessons, DELE Preparation Course, and University Preparation Course



Regular groups



Certificate of attendance



Administrative visa support, if required



Class materials



**Pre-registration for the selected Master's degree**

Duration (weeks)

30-52









Total price

on demand

# Vocational Certifications

## International Marketing Course

What's included

-  October - July\*
-  20 hours per week
-  Certificate of attendance
-  Higher Education Orientation Course (online)
-  Regular groups
-  Administrative visa support, if required
-  Class materials
-  Educational Consultancy Service









\* 1-year duration optionally adding Spanish lessons

### Course options

Duration	40 weeks	1 year
Total price	4000 €	4990 €

## Logistics Course

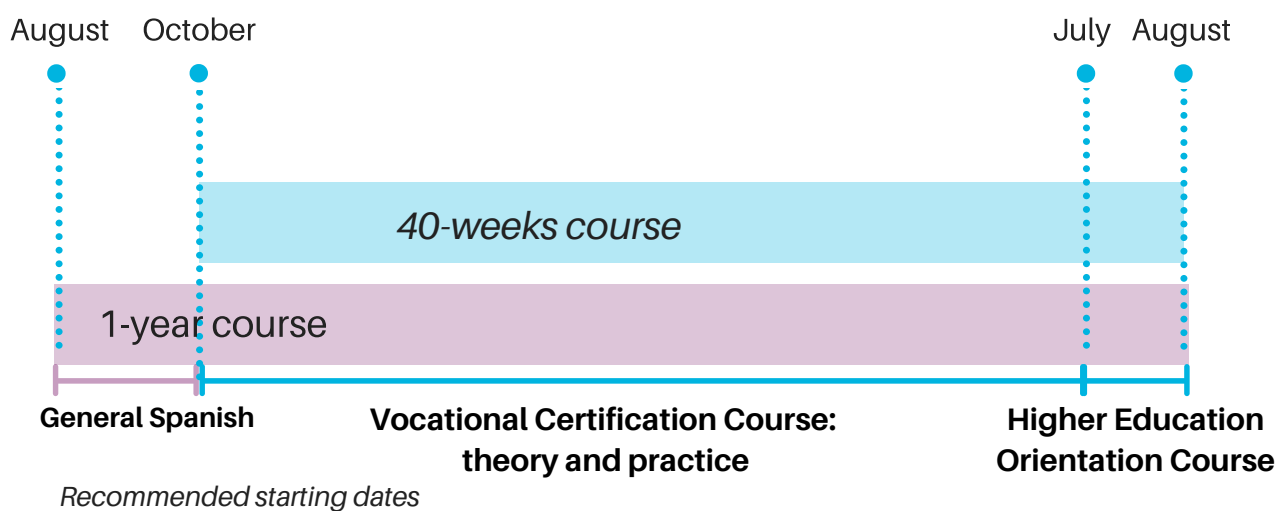
What's included

-  October - July\*
-  20 hours per week
-  Certificate of attendance
-  Higher Education Orientation Course (online)
-  Regular groups
-  Administrative visa support, if required
-  Class materials
-  Educational Consultancy Service

\* 1-year duration optionally adding Spanish lessons

### Course options

Duration	40 weeks	1 year
Total price	4000 €	4990€



# Professional

## COURSES & WORKSHOPS FOR PROFESSIONAL TRAINING

These courses are available for groups or individuals and can be personalised or combined with:



Mentored internships



Professional workshops



Professional visits

### Course examples:

#### Alternanza Scuola Lavoro – Short stay (for groups)

- 20 hours of customised sessions during 1 week
- Accommodation in a host family (shared room - half board)
- 10 hours of professional visits and cultural activities
- Certificate of attendance

Price

375 €

★ 1 teacher for free / 10 students. Enquire for higher discounts for big groups.

#### Alternanza Scuola Lavoro – Long stay (for individuals)

- Duration: 3 weeks
- 40 hours of customised sessions
- 60 hours of professional visits and cultural activities
- Accommodation in shared student apartment
- Certificate of attendance

Price per week

250 €

## PROFESSIONAL SPANISH

- Business Spanish
- Spanish Literature
- Spanish for health professionals
- Spanish Cinema
- Spanish for lawyers
- And much more!



20 hours per week of Spanish lessons for specific purposes



Class materials



Certificate of attendance

Duration (weeks)

1

2

3

4

Price per week

275 €

250 €

225 €

200 €

## ELE TEACHER TRAINING COURSE

#### Personalised Mentored Programme (on-site or blended)



40 hours per week of special training for teachers including observation & practical lessons



Class materials



Certificate of attendance

Duration (weeks)

2

4

8

Price per week

300 €

250 €

190 €

# Professional

## TRAINING COURSE FOR PROFESSIONALS OF THE STUDY & TRAVEL SECTOR (LONG STAY)

*What's included*



20 hours per week of General Spanish lessons



Administrative visa support, if required



DELE Preparation Course (optional)



Certificate of attendance



**500 hours of professional preparation lessons (theory & practice)**



**Professional portfolio**

Course for students with a beginners level of Spanish

### *Course timeline*

General Spanish / DELE lessons

Profesional Course

First 6 months

Last 6 months

Course for students with an intermediate or advanced level

General Spanish Course  
+  
Professional Course

General Spanish / DELE lessons  
+  
Professional Course

First 6 months

Last 6 months

Total duration

1 year

Total price







4250 €



# Vacation

## SUMMER COURSE

*What's included*

- |  |  |   |
|--|--|---|
|  20 hours per week of General Spanish lessons |  Class materials              |  3 free-time activities per week + city tour |
|  1 lesson at the beach every 4 weeks          |  1 excursion / visit per week |  Certificate of attendance                   |

### Course prices

Duration (weeks)	1	2-3	4-5	6-7	8
Price per week	250 €	220 €	200 €	180 €	170 €

## PERSONALISED LINGUISTIC STAYS FOR GROUPS

**i** Student groups can completely personalise their experience, choosing their preferred course including the number of hours per week, leisure and cultural activities, as well as accommodation, if desired.

### Course examples:

#### "Basic" (one-week stay)

-  Spanish Course - 20 hours per week
-  1 week of accommodation in a host family (shared room - half board)
-  Welcome reception
-  Cultural activities:
  - Historic city tour
  - Spanish cinema

#### "Discover Valencia" (one-week stay)

-  Spanish Course - 20 hours per week
-  1 week of accommodation in a host family (shared room - half board)
-  Transfer from/to the airport
-  Welcome reception
-  Cultural activities:
  - Historic city tour
  - Horchata museum
  - Turia gardens tour
  - Albufera visit with boat trip

Price per student

275 €

550 €

★ 1 teacher for free / 10 students. Enquire for higher discounts for big groups.

# Vacation

## SPANISH PLUS PROGRAMMES



These programmes allow individuals and groups to combine their selected Spanish course (General, Individual Lessons, Private Group, etc.) with one of the following programmes. Students can customise the programme choosing the duration as well as the number of weekly sessions.

### Spanish and Tennis



Individual personalised training  
or free game (for couples)



Each session includes:

- Tennis teacher (only included in training)
- Materials: court, racket & balls
- Transfer to the tennis court
- Drinks

Price

175 € / 2-hour training session

175 € / 2-hour court time (for 2 people)

### Spanish and Cooking



Cooking class:

- Spanish dishes
- Tapas and wine
- "MasterChef" (for groups)



Professional Master Class:

- With observation and tasting
- Groups of 20-30 people

Price

60 € / session

100 € / session

### Spanish and Golf



Individual personalised training  
or free game



Each session includes:

- Golf teacher (not included in free game)
- Materials: golf clubs & balls
- Transfer to the golf field
- Drinks







Price

200 € / 2-hour training session

200 € / one-day free game

## COURSES FOR KIDS & TEENAGERS

*What's included*

-  40 hours per week of General Spanish lessons & free-time activities
-  2 excursions / visits per week
-  Class materials
-  Transfer from/to the airport
-  Certificate of attendance
-  1 week of accommodation in host family (shared room - half board)

### Course prices

Duration (weeks)	1	2	3	4+
Price per week	750 €	725 €	700 €	675 €




### Weekly example programme



	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
8		Breakfast at the host family						
9		Spanish lessons and activities at the school						
10								
11								
12		Lunch at school cafeteria						
13	Arrival to Valencia	Cinema or games at the school						
14	Pick-up and transfer by bus							
15								
16		City centre treasure hunt	Visit to Gulliver Park	Bowling games	Sports at the beach	Dancing lessons and horchata tasting	Extursion to Peñíscola castle and beach or Visit to Oceanogràfic	
17								
18								
19	Welcome reception							
20								
21								
22								
23		Dinner with the host family						
								Pick-up and transfer by bus to the airport
								Departure

## FAMILY COURSES

*What's included*

-  4 to 20 hours per week of One-to-One or Private Group lessons, on demand
-  Class materials
-  Certificate of attendance

### Prices per hour

	2 students	3 students	4 students	5 students	6 students
1 hour	35 €	30 €	25 €	21 €	General Course price
10 hours	27 €	23 €	19 €	16 €	General Course price
40 hours	23 €	19,5 €	16 €	13,5 €	General Course price

# Exclusive



These courses are highly personalised choosing the type and number of weekly lessons.

Courses always include private transfers, 5-star hotel accommodation, meals at Valencia's top restaurants and a selection of activities related with one of the following topics:

## LUXURY VACATION COURSE IN VALENCIA



Private Lessons or  
Private Group Lessons



Certificate of attendance



5-star hotel  
accommodation



DeLuxe visits with a private  
guide and a private car



Private transfers from/to  
the airport, to the school  
and to the visits



Meals at Valencia's  
top restaurants

*What's  
included*

## DELUXE BEAUTY & SHOPPING COURSE IN VALENCIA



Private Lessons or  
Private Group Lessons



Certificate of attendance



5-star hotel  
accommodation



DeLuxe shopping and  
indulgence beauty  
treatments



Private transfers from/to  
the airport, to the school  
and to the visits



Meals at Valencia's  
top restaurants

*What's  
included*

## PERSONALISED DELUXE COURSE PACKAGE



Private Lessons or  
Private Group Lessons



Certificate of attendance



5-star hotel  
accommodation



Personalised premium  
experiences in Valencia



Private transfers from/to  
the airport, to the school  
and to the visits



Meals at Valencia's  
top restaurants

*What's  
included*

### Course prices (Price per person)

1 person

2 people

Price per week

from 6000 €

from 5000 €



# Accommodation

## SHARED STUDENT APARTMENT

*What's included*



All expenses



Internet connection



Meals: self-catering



Weekly cleaning of common areas of the apartment



Fresh bed linen & towels every week

### Individual Room

Duration (weeks)	1	2	3	4	5 + weeks	Extra night
Price per week	150 €	130 €	110 €	100 €	95 €	30 €

### Shared Room (Price per student)

Duration (weeks)	1	2	3	4	5 + weeks	Extra night
Price per week	125 €	110 €	90 €	80 €	75 €	25 €

### DeLuxe Extras



**Superior bedroom**  
Bigger bedroom or private balcony & king-size bed



**Private bathroom**



**Air conditioning**

*Flexible combination of the DeLuxe extras*

### Individual bedroom

### Shared bedroom (Price per student)

Extras	1 extra	2 extras	3 extras	1 extra	2 extras	3 extras
Price per week	60 €	90 €	105 €	50 €	75 €	90 €
Extra night	15 €	20 €	25 €	10 €	15 €	20 €

# Accommodation

## HOST FAMILY

*What's included*



All expenses



Internet connection



Meals: half board or full board



Weekly cleaning of common areas



Fresh bed linen & towels every week

	Individual bedroom half board	Individual bedroom full board	Shared bedroom half board	Shared bedroom full board
1 week	220 €	260 €	200 €	240 €
2 weeks	210 €	250 €	190 €	230 €
3 weeks	190 €	230 €	170 €	210 €
4 weeks	180 €	220 €	160 €	200 €
5 weeks or more	175 €	215 €	155 €	195 €
Extra night	40 €	50 €	35 €	40 €

## ARRIVALS

### STANDARD

**0 €**

The student can pick up the keys for the accommodation for free



Monday to Sunday



9:00-18:00 (Monday-Friday)  
18:00-20:00 (Weekends)



At the school

### SMART

**30 €**

Our staff will welcome the student at the arrival time

Students can enjoy a shared transfer at the arrival time, if available



Saturday and Sunday



10:00 - 14:00



At the airport

### DELUXE

**50 €**

Pick-up service with a private car from the airport, train or bus station in Valencia to the accommodation



Monday to Sunday



00:00 - 24:00



Everywhere in Valencia



22:00 - 08:59 +20 €



Extra student +20 €  
(to the same accommodation)

# Terms & Conditions\*

On-site Experience



\*The latest update is available at [hispania-valencia.com](http://hispania-valencia.com) and at your student portal

## General conditions

1. The only formal prerequisite for enrolment in any of our courses is to be over 18 years old. Minors will require the permission of their parents or legal guardians, as our company does not take responsibility for the students once they are outside the school premises. Minors who travel in groups will require the supervision of a monitor.
2. The minimum and maximum duration of every course, start dates and academic prerequisites for enrolment depend on each type of course. Students can find this information on our official website or in the information leaflets provided by the school.
3. Before the start of the course, the student's level is determined through a written test. If the student disagrees with the result, we are always happy to hear their point of view and re-evaluate their results through written and oral tests in order to determine their language level.
4. Each General Spanish Course will have a specific total number of hours, chosen by the student, which every student will acquire in the form of an 'hourly package' (*bono de horas*) at the moment of their enrolment at our school. The student may make use of the school's resources while he or she has a current course, i.e. an active 'hour package'. The 'hour package' will not be considered active if the student has put his or her course on hold. The DELE Exam Preparation Courses, Exam Preparation Courses for University Access and ELE Teacher Training Courses for Spanish Language Teachers, unlike the General Spanish Courses, have a pre-determined start and end date, which means that it is not possible to make up for classes students cannot attend.
5. The 'hour packages' (*bono de horas*) do not have an expiration date, meaning students can attend the lessons they bought regardless of the time period they need to attend all of them. The only exception to this is students holding a student visa, who are required to attend at least 80% of the classes in the time indicated by their student visa. Once their student visa is expired, they can only make up a maximum of 20% of the classes they booked.
6. The number of hours students are suggested to study at home is approximately equal to the number of class they have per week. However, this is not compulsory and the school will only assign students complementary homework if they wish to complete it.
7. The groups of the General Spanish Course are arranged based on the students' level, with no age, gender or nationality restriction. Nevertheless, whenever possible, the school will try to make multicultural groups with students of similar ages and the smallest possible number of individuals who speak the same language.
8. Classes have a duration of 2 hours (110 minutes teaching time), with the exception of the PCE Exam Preparation Course for University Access, in which every class has a duration of 1 hour (55 minutes teaching time) for each subject.
9. Practical lessons, when included in a course, are always previously arranged and overseen by a teacher. Students taking part in the lessons will attend the class for free and volunteer to take part.
10. The school has 30 classrooms where lessons take place; the classes are distributed between the main building and two adjacent classroom buildings. In addition, at times some classes take place outside the classrooms, either on the terraces or in other locations throughout the city. Students will be notified of these "experiential classes" in advance, and always have the choice of attending them or not, and the possibility to attend regular classes, if they prefer. These "experiential classes" do not have any additional cost, and therefore do not include any special medical insurance for this matter, although the students may ask to purchase one, should they wish to do so. For this reason, our company cannot be held responsible of any circumstances that may occur during these activities outside of the facilities of the school.
11. In order to move up to a higher level, the school may ask the students to take a written and oral exam in order to confirm their language level. Students may ask to take this exam whenever they feel they are ready. The school's Academic Coordination Department will be in charge of preparing and marking these exams.
12. At the end of the course, students can receive a Course Attendance Certificate (Certificado de Aprovechamiento de Curso), which will state the level reached by the student, along with a detailed report of the acquired linguistic skills and total number of hours attended. In order to receive this certificate, students need to have attended at least 80% of the classes. Students of blended courses must have attended a minimum of 80% of their classes in the face-to-face part, as well as in the online part of the classes in order to be able to receive the Course Attendance Certificate (Certificado de Aprovechamiento de Curso). The remaining percentage of classes, up to maximum of a 20%, may be taken in the future as General Spanish classes. If the student wishes to attend a different course, he or she will have to pay the price difference between the General Spanish Course and the course he or she wishes to attend, changing an hour for an hour.
13. The "Acceptance Letter" for the course will be issued only when the student is enrolling at the school or when booking a new course (course renewal). If an overseas student still has class hours left over from a previous course, the new Acceptance Letter will only count the number of hours for the new course. The school reserves the right to offer students the possibility to use any left-over hours from the first course during their next course.
14. The school will remain closed during public holidays; this information can be found online on our official website or in the official documents of the school. Classes taking place during public holidays can be attended at a later date.

## Enrolment and course reservation

1. In order to confirm a place on our course, students must either pay the full programme fee of their chosen course or make a first down payment of 150 euros. If students chose to make the payment instalment of 150 euros, they must pay the remaining amount on the first day of their course at the school in either cash or by credit card. If a student requires a visa, the full amount of the course fee must be paid so that the school can issue the Acceptance Letter for the course. Groups must pay 50% of the programme to confirm the booking and complete a second payment with the remaining 50% at least 15 days before the arrival of the group in Valencia.
2. If a student wishes to receive a booking confirmation from the school in order to apply for a scholarship, or an Acceptance Letter to get a visa, the full payment of the course is required in order to receive the aforementioned document. In these cases, the refund of the course will not be possible, so the school will not apply the usual cancellation policy. In case of visa denial, please read point 4 of this section.
3. In the event a course is cancelled by a student who does not need a visa, the school will return the following amounts, depending on the time left until the course starts:
  - Cancellation with at least 1 week in advance before the course start date: Refund of the total amount paid.
  - Cancellation less than a week in advance before the course start date: Refund of the total course price (if already paid in full), except for the down payment (150 euros).
  - Once the course has started, no refund (neither partial nor total) will be possible.
4. After the Acceptance Letter has been issued by our school, students who require a student visa may only cancel their course under the following conditions:
  - If the visa is denied: the student must submit to the school the official letter from the Spanish Embassy or Consulate with the denial of the visa or renunciation, an official document stating he/she has given up applying for the visa. In case of visa denial, our school may ask the student to submit an appeal to the Embassy or Consulate if the school deems it appropriate. The school will help to prepare the appeal, if requested by the student. If the appeal is also denied, or if our school does not consider the appeal justified, the student will receive the refund for the price paid for the course and the accommodation, discounting the service fee, which will be as follows:
    - Acceptance Letter delivery for long-term courses (13 weeks or more), by email and/or ordinary mail, for student visa: A fee of 300 euros out of the total amount paid will be deducted to the student.
    - Acceptance Letter delivery for short-term courses (up to 12 weeks), by email and/or ordinary mail, for other visas: A fee of 200 euros out of the total amount paid will be deducted to the student.
    - In addition, the students will pay for the delivery costs by shipping companies, as well as for the bank transfer fees.
  - In case the student is able to travel with another type of visa, he/she may receive the number of hours that correspond to the amount of the service fee as course credit.
- In case the visa is denied, the deadline to ask for a refund is one year from the day the booking confirmation was issued. However, there will be no refund if it is requested later than the scheduled end of the course, which can be found in the Acceptance Letter. For this reason, the student is required to request from our school an annex to their Acceptance Letter in order to postpone the start date of their course, if they are still waiting for the reply of the authorities regarding their pending visa status. If the student has not requested the annex to their Acceptance Letter in order to postpone the beginning of their course, the reference start date will be the one in the acceptance letter. Therefore, there will be no refund for the classes already passed in the moment when the request for the refund is made.
- According to this, all students who request a change of their visa to a study permit (estancia por estudios) in the city of Valencia are required to start their course on the start date which figures in their visa letter, as our school will not refund any amount corresponding to past classes, in case of a delay in the handling of the visa or a visa denial. If the student requests the student visa in the city of Valencia, the course start date can only be postponed if the newly requested start date is in accordance with the legal terms for obtaining the student visa in Valencia.
- All students who applied for a student visa in Valencia must start their classes on the official date of their course written in their acceptance letter. In case of denial, no refund will be made. However, the student will be able to change the total number of on-site lessons to online lessons in case of not being able to stay in Valencia.
  - If the visa is approved: The course may not be cancelled, and no amount may be returned for either the course or the accommodation. As students have the obligation to attend the course, in the case that they do not attend, the school will contact the relevant authorities and inform them of this development.
5. Our school cannot be held accountable for any additional payments made by students to agencies that collaborate with us. Therefore, any percentage of a payment that is refunded to the student will be calculated using our standard prices (published on our official website), not taking into considering any additional payment external to our school.
6. If a course is interrupted or stopped by the student once it has already begun, the school will not be able to refund any amount for the remaining classes. However, the student will receive a voucher that includes the number of hours he or she has left, which will be redeemable whenever the student wishes to resume the classes.
7. Under no circumstance may the students trade or sell their remaining classes. In case a student assists to lessons using the identity of another student, our school will inform the authorities.
8. The course start date may be postponed at any time if the student requires it, without any additional cost.
9. These conditions of cancellation described above will apply in general conditions. Due to force majeure they may be modified.

## Functioning of the course and the reservation system for General Spanish classes

1. Once enrolled in a General Spanish Course of the school, students will be allocated hourly credits with which they are able to book their classes. The number of hourly credits the students have corresponds with the total number of hours they have booked (in form of type of course y numbers of week). Example: Intensive Course (10 hours per week) for a total of 4 weeks would equal 40 hours of credit.
2. Every student will be able to personally manage their class attendance and schedule weekly, and therefore vary the number of hours of class they assist per week. The only restrictions when making changes to their schedule are the students' level, the amount of classes scheduled for their level on a daily basis and the maximum quota of 10 students per class.
3. Student's hourly credits do not have a limited time duration, except for students who have a student visa, who will be limited to the time specified in their visas. In case of renewal, by which we mean the purchase of a new course, a maximum of 20% of the hours from the previous course may be recovered. Students may make up for said hours only as General Spanish Course classes (or they could be changed to a different course by paying the corresponding price difference), and they will not be counted in the new Acceptance Letter from the school.
4. The price per hour will vary in some courses depending on the total number of hours in the hour package. These cannot be added up to get a better price per hour. Once the hours of the package have been used, the student can extend the course by paying the same price per hour as in the previous package. In order to get a better price per hour the student has to buy a bigger hour package at one time.
5. The hours purchased as part of a specific type of course may only be converted to hours of a different course by paying the difference of the price per hour for the new classes. If the course the student wants to change to is cheaper per hour than the current one, the student will receive a higher number of classes.
6. Students who have purchased a Long Term Spanish Course or a Spanish Course to Access a Master's Degree may also attend the DELE Preparation Course, to which they will have access throughout the academic year that they have enrolled in. Once this period is over, they may use their remaining hours as General Spanish Course classes.
7. Every hour package is personal and non-transferable, and therefore cannot be shared amongst multiple students.
8. The courses that are different from the General Spanish Courses (DELE Preparation, Teacher Training, Exam Preparation for University Access ...) have a specific duration and are therefore not managed by the hour package system. The booking is made for the duration of time of each one of these courses, and it is therefore not possible to make up for classes a student was not able to attend.
9. In order to book or cancel classes on a weekly basis, the student will use the software provided by our school for this purpose. From the beginning of the course, students will have at their disposal online tutorials on how to operate our software. The software offers students maximum flexibility, meaning that they may manage their hour credit how they prefer, and that they can make up for all their cancelled classes. The minimum period of time required to make a reservation or cancellation is 2 days before the class starts, which means that classes may not be booked or cancelled the day before. If the student has not booked the class, they will have to ask permission at the reception before entering the classroom, as the maximum number of students permitted per lesson is 10 people. If a student attends a class without having made a prior reservation, there is a chance that the lesson might contain material that the student has already studied.
10. We ask the students to arrive to class on time, as not to interrupt their classmates. If the student arrives over 15 minutes late, the school may have given away their place in class to another student who, without having previously booked the class, asked to attend said class. If the maximum of 10 students is reached, the student who arrived over 15 minutes late will not be allowed to enter the class.
11. We ask our students to treat their classmates with respect and proper manners.
12. Eating inside the classrooms is not permitted.
13. In case a student does not follow the disciplinary rules, the school reserves the right to ask the student to abandon the course. In this case, no refund will be given.
14. Cancelling or booking classes for the following day is not allowed. For more information, please consult the detailed SOFTWARE USE POLICY on our website.

## Accommodation

1. Our school acts only as mediator between students and property owners/housing companies, in order to facilitate accommodation for students at Hispania, escuela de español. Our only role as mediator is to hold the payment made by the students and subsequently distribute it to the owners of the flats or housing companies. Therefore, if students experience any dissatisfaction regarding accommodation, or if any legal procedure should be taken, the students should address themselves directly to the owner or the company that offered the service, as the full responsibility lies with the property owner or housing company and not the school, which is completely unrelated. However, as part of the mediation service our school provides, we guarantee to help students find new accommodation for no extra cost.
2. Students will need to sign the documentation related to the accommodation, as required by the accommodation providers.
3. The cost of the accommodations is quoted on a weekly basis, from Saturday to Saturday. Students can, however, enter any day they wish, having paid for the extra nights, which are counted for every additional day in the accommodation if the stay is prolonged after Saturday.
4. If a student books accommodation that is linked to an Acceptance Letter to apply for a visa, no total neither partial cancellation would be possible, and they student may not ask for a refund. Only in case the student's visa is denied, the amount paid for the accommodation would be refunded.

5. In case of a partial cancellation of the accommodation, the school will apply a fee of 150 euros and refund the remaining amount. If the amount of the period that is cancelled is lower than 150 euros, the fee will be equal to the total amount of this period.
  6. The date stated on the enrolment and, if applicable, on the Acceptance Letter, will be considered as the reference for the start date of the accommodation. Any change of the accommodation dates must be made at least 15 days before the start date of the accommodation. Any change made with less than 15 days before the start date of the accommodation will have a surcharge of 100 euros. Moreover, our school will not be able to guarantee the same booking (same duration and accommodation type), although the school will always offer an alternative to the student, which could have a different price to the initial booking.
  7. If a student would like to extend their accommodation, it must be communicated and paid to the school before the initial accommodation booking ends. However, the school will only be able to ensure the continuity/stay in the same room or the availability of the first booking, not the extensions.
  8. The accommodation is exclusively for students who booked the accommodation. Visits or over-night stays must be notified and prepaid at the school. Please, also inform the school if you leave your bedroom during a period. Minors will not be allowed to stay at student apartments, unless they do so under the direct supervision of their monitors, who will have to assume legal responsibility for their actions.
  9. The keys to the accommodation will be picked up depending on the arrival services chosen.
  10. On arrival, the student's bedroom will always be available after 14:00h. In case a student arrives earlier at the accommodation, they are welcome to wait in the common areas until the room is available.
  11. Students who arrive later than 21:00h must request the school's DeLuxe transfer service. On the contrary, the keys to the accommodation cannot be handed over on that day. If they wish to spend that night in a hotel, the school may provide assistance for the booking process, if requested.
  12. A deposit of 100 euros is mandatory when picking up the keys for the accommodation. In case there is any damage to the accommodation, the cost of the repair will be deducted from the deposit. In order to receive the deposit refund, the student must return the keys to the accommodation and show the receipt for the deposit payment.
  13. Upon checkout, the room must be clean, tidy and available at 10:00h. Students may remain in the common areas of the accommodation during that day as long as they need.
  14. In specific cases, due to availability, we may offer a superior room, which is usually reserved for students who book a private bathroom and/or air conditioning, or share the room with a friend/travel partner. In these cases, there would be no additional cost for this kind of rooms and the student may enjoy the extra services for the price of their standard booking. However, if there were a new booking that would require this room (booking "DeLuxe extras" or being a room that may be used by two students), our school reserves the right to ask the student to change the room. In this case we offer help for the transfer for free.
  15. During the stay in the accommodation, it is compulsory for all student to comply with the rules of cohabitation, that all the students receive who live in shared apartments. Non-compliance of these rules may result in expulsion of the student from the accommodation.
  16. Our school can only guarantee the accommodation booked by the student, i.e. the amount of time that the student has paid for. In case that a student wishes to extend their accommodation, they would need to enquire for availability at the school. Therefore, the only way to guarantee the accommodation for the whole stay is to complete the full payment for the complete stay.
- For long stay students, in order to offer a more flexible payment option for the accommodation, our school may accept monthly payment of the accommodation, providing that the student pays for the first three months in advance before check-in (to ensure the reservation). With this option, after the first month, the student would need to pay monthly instalments (equivalent to the forth monthly payment and so on) until the completion of the payment of their stay. However, in specific moments and because of high demand of accommodation, our school might request the payment of a longer period of time or even the full payment in order to be able to guarantee the accommodation requested by the student.

## Arrival day

1. All students will be informed about the timetable for their first lesson via email. We recommend students who start their course on a Monday to come to the school at 08:15h on their first day for the welcome tour.
2. Students accommodated in a shared student apartment, depending on the arrival services booked, should comply with the following instructions.  
Types of arrival services:
  - Standard Arrival: pickup of the keys at the school on the arrival day from Monday to Friday from 09:00h to 20:00h and on weekends from 16:00h to 20:00h.
  - Smart Arrival: pickup of the keys at the airport on weekends from 09:00h to 14:00h
  - DeLuxe Arrival: pickup with a vehicle at the airport or the arranged meeting point with the responsible of the transfer at the time agreed. Available Monday to Sunday at any time.
3. Students with accommodation service will inform the school about date, time and travel details prior to their arrival.
4. Students must inform the school about any delays in their time of arrival. The maximum waiting time for the arrival services Smart and DeLuxe will be 1 hour from the communicated arrival time. If the waiting time exceeds 22:00h, the special night fee will be applied.
5. Students arriving later than 21:00h must book the transfer service from the school or wait until 9:00h of the following day to go to their accommodation.



**THE MOST** *awarded*  
**Spanish school**  
**is closer to you**  
**now**



**The world's most  
awarded Spanish school**

Winners of the top awards of  
the study travel industry.



**Hispania Method: 20  
years teaching!**

Our method has been  
recognised by the most  
prestigious national and  
international institutions,  
such as the Instituto  
Cervantes and EAQUALS,  
Excellence in Language  
Education.



**Live and interactive  
classes**

Our live and interactive  
classes create a pleasant  
atmosphere to stimulate  
the students' participation.



### Maximum flexibility

Possibility to choose the lessons you want to attend every week, the days and times, and change them anytime you need.



### Experts in teaching Spanish as a foreign language

Native teachers trained in the Hispania Method. Since 2002 teaching Spanish and bringing smiles to our students.



### Intercultural environment

More than 40.000 students from over 82 countries have already enjoyed our courses. Stay connected and make friends from all over the world!

## GENERAL SPANISH COURSES

### Modalities

**General Group** Groups with more than 10 students at a small price

**Audience** Attendance as an observer

General Group		Audience	
40	80	40	80
205 €	325 €	105 €	175 €

### Private Lessons

Total hours	1	10	40
Price per lesson	50 €	35 €	30 €

### Private Groups (Price per hour / student)

	2 students	3 students	4 students	5 students	6 students
1 hour	30 €	25 €	20 €	16 €	General Spanish prices
10 hours	22 €	18 €	14 €	11 €	General Spanish prices
40 hours	18 €	14,5 €	11 €	8,5 €	General Spanish prices

## OFFICIAL EXAM PREPARATION COURSES

### DELE Preparation Courses



#### Intensive: 10 hours per week

	4 weeks	8 weeks
Total price	345 €	525 €

#### Intensive Plus: 20 hours per week

	4 weeks	8 weeks
Total price	525 €	895 €

## COURSES FOR KIDS & TEENAGERS

#### General Courses: General Group

Total hours	40
Total price	205 €

#### General Courses: Small Group

Total hours	40
Total price	315 €

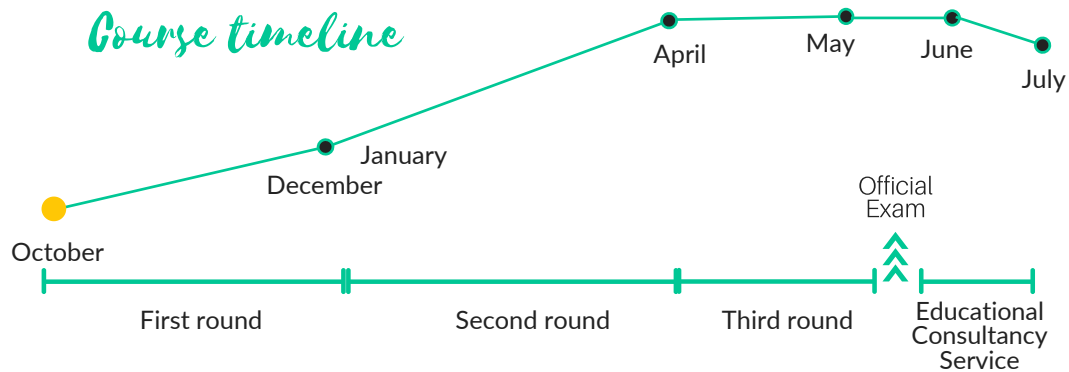
#### Private Lessons

Number of hours	1	10	40
Price per hour	40 €	30 €	25 €

#### Family Courses (Price per hour)

	2 students	3 students	4 students	5 students	6 students
1 hour	30 €	25 €	20 €	16 €	General Spanish prices
10 hours	22 €	18 €	14 €	11 €	General Spanish prices
40 hours	18 €	14,5 €	11 €	8,5 €	General Spanish prices

## UNIVERSITY PATHWAY COURSES – PAU PREPARATION



**PCE Preparation Course** 4 subjects **or** 3 subjects + General Spanish (200 hours)

**EBAU Preparation Course** 6 subjects **or** 5 subjects + General Spanish (200 hours)

	First round	Second round	Third round
PCE	1200 €	1700 €	400 €
EBAU	1500 €	2125 €	500 €
Single subject	300 €	425 €	100 €

	3 rounds (single payment)
PCE	3000 €
EBAU	3750 €
Single subject	750 €

### ★ Tutorials

**i** Personalized tutorials with our experts to reinforce learning. Students can be accompanied by their parents or high-school teachers.



1 tutorial

30 €

8 tutorials  
(1 per month)

200 €

★ Educational Consultancy Service - See page 10.



# Terms & Conditions\*

Online Courses



\*The latest update is available at [hispania-valencia.com](http://hispania-valencia.com) and at your student portal

## General conditions

1. The only formal prerequisite for the enrolment in any of our courses is to be over 18 years old. Minors will require the authorisation of their parents or legal guardians to enrol.
2. The minimum and maximum duration of every course, start dates, and academic pre-requisites for enrolment will depend on each type of course. The students may find this information on our official website or in the informative documents our school provides regarding our courses.
3. The student's level will always be evaluated through a written test before the start of the course. In case of disagreement with the results, the students will always be able to present their case and he or she may be re-evaluated in order to determine their language level.
4. The number of hours the student will have to study at home is approximately equal to the number of weekly class hours. However, the school does not enforce the completion of these tasks. The school will only assign its students complementary homework if they want to.
5. The groups of the Spanish General Course will always be arranged based on the student's level, with no age, gender, or nationality restriction. However, when possible, the school will try to create multicultural groups with students of similar ages and the smallest possible number of individuals who speak the same language.
6. Every class will have a 2 hour-duration (110 minutes), with the exception of the PCEs Exam Preparation Courses for University Access, in which every class will have for 1 dedicated hour (55 minutes) for each subject. Private lessons or Private Group lessons might be arranged for 1 hour (55 minutes) if needed.
7. In order to be promoted to a higher level, the school may ask the students to take a written and oral exam in order to confirm their language level. Students may ask to take this exam whenever they feel they are ready. It will be the school's Academic Coordination department which will be in charge of preparing and correcting these exams.
8. At the end of the course, students can receive a Certificate of Achievement, which will include the level reached by the student, along with a detailed report of the acquired communication objectives and a total number of hours attended. In order to receive this certificate, students will be required to have attended at least 80% of the classes. The other 20% may be taken in the future as General Spanish classes. Students enrolled in a blended course must attend a minimum of 80% of both online & on-site lessons in order to obtain the Certificate of Achievement.
9. If the student wishes to attend a different course, he or she will have to pay the price difference, which will be calculated trading an hour for an hour.
10. The "Acceptance Letter" for the course will only be issued in blended courses and will only consider the number of hours related to the on-site part of the course. The number of online hours will not be applied for the "Acceptance Letter".
11. Classes will not be scheduled on bank holidays. For this reason, classes corresponding to vacation days may be attended at a later date. Bank holidays will be published on our website and in the official documents of the school.

## Enrolment and course booking

1. To confirm the booking, students must buy an hourly package and confirm the booking with the full payment.
2. Once the online course has been paid, no partial neither total refund will be paid.
3. The paid hours of a certain type of course will only be changed into a different type of course after having paid the price difference, which will be calculated trading an hour for an hour of the course to which the student wants to attend. If the chosen course has a lower price, the student will be able to study a higher number of hours. Any financial compensation could be requested. In case of a later cancellation, the online hours changed into a different course will not be refunded.
4. Our school will not be held accountable for any additional payments related to any service associated with our online courses required to the students by agencies that collaborate with us.
5. If a course is interrupted by the student once it has already begun, the school will not be able to refund any amount of money for the remaining classes. However, the student will be able to use the number of hours he or she has left in the future, as long as the online classes will be available.
6. Each enrolment or hourly package will absolutely be personal and non-transferable, so it must not be shared by multiple students. Under no circumstance may the students trade or sell their remaining class hours. In case a student attends lessons using the identity of another student or share the ID of the lesson to allow a non-enrolled person in this class to attend the lesson, our school will inform the authorities.
7. The course start date may be postponed at any time if the student requires it, without any additional costs.

## Course and General Spanish class booking procedures

1. Once enrolled in the General Spanish Course or Private lessons / Private Group / Courses for families, every student will have an hour credit, with which they can book their classes (this will be acquired in the form of type of course and number of hours of the course). For example: Online Spanish Course: Small Group 40 hours, Private lessons 80 hours, etc.
2. Every student will be able to personally manage their class attendance and schedule weekly, therefore the number of hours of class per week may vary. The only restrictions students might encounter when making changes to their schedule are the number of classes scheduled for their level on a daily basis and the maximum quota of 10 students per class (in Small Groups). In addition, the hour pack will not have a limited time duration.
3. In order to book or cancel Spanish General Course classes on a weekly basis, the student will make use of the software provided by our school. From the beginning of the course, students will have at their disposal online tutorials on how to operate our software. The software offers students maximum flexibility, as they may manage their hour credit however they prefer, allowing them to make up for cancelled classes. The minimum period of time required to make a reservation or cancellation is 2 days before the class starts, which means that classes may not be changed the day before. For further details, please consult the "SOFTWARE USE POLICY" on our website.
4. "Special courses", which are different from the above mentioned, will have a determined duration, so hour packs will not be applied. Then, students will have access to the course during the period of the specific course in which they have enrolled. It is not possible to make up for any missed classes. "Special courses" are the following ones: DELE Preparation Course, ELE Teacher Training Courses, PCEs Preparation Course both online and blended.
5. The invitation to each class will be posted on the personal student portal, using a single ID per class (and password if needed), to access to the digital platform. The ID will be shown in the student portal maximum 30 minutes before the beginning of the class. It is not possible to know this ID earlier. We kindly ask the students to please arrive to class on time, so as to not interrupt their classmates. If the student arrives over 15 minutes late, the student may not be allowed to enter the class.
6. Students must have their webcam activated during the lesson. Besides, they must access the platform indicating their full name and student number given by the school. Both the identification and the activated webcam are essential for the right control access. Teachers may remove a student from the class if he or she does not meet these requirements.
7. Those students who have bought an hourly package of an Online Spanish Course: Audience will not be able to use either the microphone and public nor private chat during the class, as this type of course only allows the student to watch the lesson. Teachers may remove a student from the class if he or she does not meet these requirements.
8. We ask our students to please treat their classmates with respect and proper manners as well as behave properly during the individual connection.
9. In case a student does not follow the disciplinary rules, the school reserves its right to ask the student to abandon the course. In this case, there will be no refund.
10. Specific conditions for the Access Course to a Master's Degree - Blended Course:
  - The online course hours can be used during a maximum of one year.
  - The students have the possibility to convert some of their online classes into on-site classes (conversion supplement).
  - The Educational Consultancy Service and the visa support will be offered while the student realizes the online part of the course.
  - The Legal Consultancy Service in order to receive the NIE will be offered once the student arrives in Spain.

## Consent for the publication of images

Given they are online classes which are recorded, within the framework of HISPANIA EDUCACIÓN Y COMUNICACIÓN S.L.U., in accordance with the terms of Organic Law 15/1999 of 13th December, on Protection of Personal Data (hereafter the LOPD), the student hereby informs that he or she agrees on the processing of his or her image, that is, the use of his or her personal data for administrative or advertising purposes.



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