DILIT
divulgazione Lingua italiana
dal 1974

International House Rome

General Condition

ENROLMENT
The student fills in the application form and sends it to the school along with a deposit of 300 Euros (1,000 Euros in case of Academic Programmes) or the full amount.

All courses: enrolment shall be considered valid upon receipt of written confirmation from the school.

BALANCE
The balance must be paid at least 15 days before the beginning of the course.

HOW TO PAY
Online (by credit card)
Bank Transfer:
Bank name: INTESA SANPAOLO
Account Holder: DI.L.IT Divulgazione Lingua Italiana
Numero conto 05208/1000/00012751
IBAN IT79E0306903325100000012751
BIC/SWIFT: BCITITMM
ABI: 03069
CAB: 03325
Please state student's name, course title and starting date with all payments.
Bank charges are to be met by the sender.

ACCOMMODATION
Payment can be made on arrival.
By accepting and using accommodation provided by the school, the student automatically agrees to comply with and be bound by the School's Accommodation Rules and Regulations.

CANCELLATION POLICY (Course fee and Accommodation fee)
Not valid for students requiring documents to apply for a VISA.

CANCELLATIONS MADE BEFORE BEGINNING OF COURSE
- Cancellation must be communicated in writing.

Deposits are not refundable (€ 300)
- 30 days before beginning of course: balance will be refunded.
- Between 29 and 15 days before beginning of course: 20% of balance will be forfeited.
- Less than 15 days before beginning of course: entire sum will be forfeited.

CANCELLATIONS MADE AFTER BEGINNING OF COURSE
- The full fee is forfeited. However, in the case of enrolments longer than three months the Director will evaluate the possibility of allowing credit for part of the tuition fee.
- If the student decides not to attend classes or to shorten the course, he/she is not entitled to any refund.

Deposits and fees are not transferable from person to person.

COURSE CHANGES
If a change of type or date of course is required, the student must notify the registration office at least 30 days before the beginning of the course. Other changes rest at the discretion of the Director. (However, on no account can a change be made from group classes to individual classes after the beginning of the course.)

The management reserves the right to transfer the student to another course, at any moment of the year, if such move is made necessary as a result of: a) an insufficient number of students in the class (less than 5); b) administrative difficulties (timetable, availability of teachers, rooms, etc.); c) variation between the level of the student and that of the class.

VISAS
Students coming from countries that require a visa to study in Italy need to contact the Italian Embassy in their home country beforehand to complete the formalities. A certificate of enrolment is one of the requirements for obtaining a visa.
In order to receive a certificate of enrolment the student must pay the full tuition fee(s).
Cancellation due to rejection of visa application
A. If we receive such a cancellation within 7 days before the beginning of the course, the student forfeits € 300 (for bookings up to 4 weeks) or € 350 (for bookings of more than 4 weeks). Any expenses paid on his/her behalf (like TNT, health insurance, etc.) are at the student's charge. The balance is paid back when all relevant documents, including the official Embassy note giving the reasons for rejecting the visa, are handed in to the School. It is, however, possible to start the course at a later date.
B. If such a cancellation is made less than 7 days before the beginning of the course, the entire sum is forfeited.
C. No refund once the Visa has been granted.

RESEARCH
The school keeps its teaching methods up to date thanks to the constant research it carries out. This means that from time to time lessons are filmed or audio-recorded. This filming and/or recording is carried out under the supervision and responsibility of the Head of the Research Department. It is used for no other purpose than for methodological research. In any case each student can exercise their right to be excluded from any such filming or recording simply by signing a note in Reception.

PUBLIC HOLIDAYS
No lessons will take place on public holidays (see further information in fees & dates pages). No refund will be made for these days.

COURSE CANCELLATION
The school reserves the right to cancel a course if the minimum number of students is not reached or by reason of force majeure.

RESPONSIBILITY
The school is not liable for the loss of personal objects on the premises and for any expenses incurred because of a prolonged stay due to health reasons or other.

INSURANCE
Students are advised to take out medical and personal insurance before leaving their home country. Moreover, students are also advised to insure themselves against loss of fees through non-arrival, absence for any reason, or unforeseen termination of their courses.
Recommended insurance services offered by: **guard.me** international insurance.

The school reserves the right to adjust fees in the event of particular international monetary situations.

Dilit IH
Via Marghera 22 - 00185 Rome Italy
Tel. +39 06 4462593 - +39 06 4462592
info@dilit.it - www.dilit.it