

# ENROLMENT FORM

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## PRICE LIST

**Swiss Hospitality Club:** CHF 3,500.-

**Swiss Culinary Club:** CHF 1,750.-

**If the two programmes above are combined:** CHF 5,000.-

### Swiss Language Club

1 week: CHF 1,290.-

2 weeks: CHF 2,300.-

3 weeks: CHF 3,350.-

Each additional week: CHF 1,100.-

**Swiss Language Club Activities:** Range from included in course price up to CHF 250.-/week

### Accommodation:

Standard Double: included

Standard Single: CHF 100.-

Deluxe Double: CHF 100.-

Deluxe Single: CHF 200.-

**Airport Transfers:** CHF 175.- to CHF 190.- each way

**Bus Transfers (within Switzerland):** CHF 65.- to CHF 75.-

**Welcome package:** CHF 110.-

**Health & accident insurance:** CHF 45.-/week  
(obligatory for non-EU participants)

**Enrolment Fees:** CHF 110.-

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## 2018

### SWISS HOSPITALITY CLUB

8<sup>th</sup> July to 21<sup>st</sup> July

22<sup>nd</sup> July to 4<sup>th</sup> August

5<sup>th</sup> August to 18<sup>th</sup> August

### SWISS CULINARY CLUB

15<sup>th</sup> July to 21<sup>st</sup> July

22<sup>nd</sup> July to 28<sup>th</sup> July

29<sup>th</sup> July to 4<sup>th</sup> August

5<sup>th</sup> August to 11<sup>th</sup> August

12<sup>th</sup> August to 18<sup>th</sup> August

### SWISS LANGUAGE CLUB

24<sup>th</sup> June – 30<sup>th</sup> June

1<sup>st</sup> July – 7<sup>th</sup> July

8<sup>th</sup> July – 14<sup>th</sup> July

15<sup>th</sup> July – 21<sup>st</sup> July

22<sup>nd</sup> July – 28<sup>th</sup> July

29<sup>th</sup> July – 4<sup>th</sup> August

5<sup>th</sup> August – 11<sup>th</sup> August

12<sup>th</sup> August – 18<sup>th</sup> August

Week 1

Week 2

Week 3

Week 4

Week 5

Week 6

Week 7

Week 8

# SWISS HOSPITALITY CLUB / SWISS CULINARY CLUB

## SWISS HOSPITALITY CLUB (CHF 3,500.-)

Sunday 8<sup>th</sup> July –  
Saturday 21<sup>st</sup> July 2018



Sunday 22<sup>nd</sup> July –  
Saturday 4<sup>th</sup> August 2018



Sunday 5<sup>th</sup> August –  
Saturday 18<sup>th</sup> August 2018



## 2<sup>nd</sup> week specialisation (Please choose one)

World of Hotels



World of Events



Discover your Inner Leader



## SWISS CULINARY CLUB (CHF 1,750.-)

Sunday 15<sup>th</sup> July –  
Saturday 21<sup>st</sup> July 2018



Sunday 22<sup>nd</sup> July –  
Saturday 28<sup>th</sup> July 2018



Sunday 29<sup>th</sup> July –  
Saturday 4<sup>th</sup> August 2018



Sunday 5<sup>th</sup> August –  
Saturday 11<sup>th</sup> August 2018



Sunday 12<sup>th</sup> August –  
Saturday 18<sup>th</sup> August 2018



N.B. Combined price for Swiss Hospitality and Swiss Culinary Club is CHF 5000.-

# GENERAL INFORMATION

## Accommodation / Room (price per week)

Double Standard (included)  Double Deluxe (CHF 100.-)  Single Standard (CHF 100.-)  Single Deluxe (CHF 200.-)

## Preference for Roommate (if applicable)

Participant with same language  Participant with different language / nationality

A friend

Family name:

First name:

## Airport Transfers

Not required  Arrival & Departure

Arrival only  Departure only

Geneva – Montreux (CHF 175.- each way)  Geneva – Le Bouveret (CHF 190.- each way)

## Additional Charges

Welcome package (CHF 110.-) - (optional)

Health & accident insurance (CHF 45.-/week) - (compulsory for non-EU participants)

Enrolment Fees (CHF 110.-). Will be charged only once for the same family members.

## PERSONAL INFORMATION

Family Name  First Name

Date of Birth  M/F

Nationality  Passport Number

Address  Postcode

Town  Country

E-mail

Parent/Legal Guardian's mobile number  Student's mobile number

Comments

I have thoroughly read the terms and conditions and agree to all the conditions stated therein. **Required document for application:** copy of passport.

**Place and date**

**Signature of the legal guardian**



# GENERAL INFORMATION

## Accommodation / Room (price per week)

Double Standard (included)  Double Deluxe (CHF 100.-)  Single Standard (CHF 100.-)  Single Deluxe (CHF 200.-)

## Preference for Roommate (if applicable)

Participant with same language  Participant with different language / nationality

A friend

Family name:

First name:

## Transfers

Not required  Arrival & Departure

Arrival only  Departure only

Zurich – Leysin (CHF 75.- each way)  
(for Swiss-based participants only)  Egerkingen (CHF 70.- each way)  
(for Swiss-based participants only)

Bern (CHF 65.- each way)  
(for Swiss-based participants only)  Geneva Airport – Leysin (CHF 190.- each way)

## Additional Charges

Welcome package (CHF 110.-) - (optional)

Health & accident insurance (CHF 45.-/week) - (compulsory for non-EU participants)

Enrolment Fees (CHF 110.-). Will be charged only once for the same family members.

## PERSONAL INFORMATION

Family Name

First Name

Date of Birth

M/F

Nationality

Passport Number

Address

Postcode

Town

Country

E-mail

Parent/Legal  
Guardian's mobile number

Student's mobile number

Comments

I have thoroughly read the terms and conditions and agree to all the conditions stated therein. **Required document for application:** copy of passport.

**Place and date**

**Signature of the legal guardian**

# STATEMENT OF HEALTH

The following questions concerning your state of health must be answered completely and truthfully. Information concerning your health will be kept confidential. The school will not disclose this information to any third parties without your prior consent.

## APPLICANT'S PERSONAL INFORMATION

Applicant's name	M/F
Date of birth (DD/MM/YYYY)	Name of programme
Phone number	

## APPLICANT'S HEALTH INFORMATION

Last tetanus vaccination? (DD/MM/YYYY)

Have you ever suffered or do you suffer from:	Yes	No
Hepatitis B/C	<input type="radio"/>	<input type="radio"/>
Diabetes	<input type="radio"/>	<input type="radio"/>
Tuberculosis	<input type="radio"/>	<input type="radio"/>
Measles	<input type="radio"/>	<input type="radio"/>
Heart problems/conditions	<input type="radio"/>	<input type="radio"/>
Blood pressure disorders	<input type="radio"/>	<input type="radio"/>
Any neurological conditions (epilepsy, etc.)	<input type="radio"/>	<input type="radio"/>
Any mental conditions (psychological/psychiatric – depression, bipolar disorder, eating disorders)	<input type="radio"/>	<input type="radio"/>
Any substance dependency (alcohol, drugs, medicine, etc.)	<input type="radio"/>	<input type="radio"/>
Any learning difficulties (dyslexia, dyscalculia, ADHD, ADD, etc.)	<input type="radio"/>	<input type="radio"/>
Accident/disorder that may limit or hinder your ability to perform effectively in this demanding environment	<input type="radio"/>	<input type="radio"/>
Allergy to medicine or any other products	<input type="radio"/>	<input type="radio"/>
Are you at present under treatment by a doctor, chiropractor, therapist or any other medical specialist?	<input type="radio"/>	<input type="radio"/>
If yes, specify		
Please specify if you have any religious dietary restrictions or other special dietary requirements		
Have you recently undergone any surgery?	<input type="radio"/>	<input type="radio"/>
If yes, specify		
Do you regularly use medication?	<input type="radio"/>	<input type="radio"/>
If yes, specify		

If one or more questions have been answered with yes, please list in more detail below:

Illness, Disability, Medication, Allergy, etc.	Treatment Date	Treatment Terminated	Treatment Date

## COMMENTS / KNOWN CONDITIONS / LIMITATIONS

A valid Health and Accident insurance is compulsory for the duration of the programme in Switzerland. Our health insurance is compulsory for all NON-EU participants. For Swiss and EU students: **Health Insurance company / Policy No.:** .....

All Swiss and EU should carry a copy of their health insurance card during the duration of the programme. The management reserves the right to withdraw a student from school if it is believed the internal health care support services are unable to meet the student's needs, or if the student does not follow external medical advice and/or guidance.

### DECLARATION

Declaration for parents/guardian: I hereby give the permission to competent medical authorities to take all medical steps necessary for my child in case of accident or illness. I authorize the school, Swiss Education Academy S.A., to organize medical examination in case of accident or illness or to undertake any administrative steps for my child with the agreement of the medical authority.

Parents/guardian's Signature/date .....

Declaration for all students: I hereby give the permission to competent medical authorities to take all medical steps necessary in case I am involved in an accident or suffer from an illness. I authorize the school, Swiss Education Academy S.A., to organize medical examination in case I am involved in an accident or suffer from an illness or to undertake any administrative steps for me with the agreement of the medical authority.

Student's Signature/date .....

Emergency contact (full name) / Phone number: .....

Emergency contact (full name) / Phone number: .....

# TERMS & CONDITIONS

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The terms and conditions below form an integral part of the contract between you, the student (and parent or legal guardian), and us, the organizers of Swiss Education Academy courses, Swiss Education Academy SA (hereafter SEA). These general terms and conditions apply to the services contained in the brochures.

## Currency

Prices are given in Swiss francs.

## Bank details

**Swiss Education Academy SA**, Montreux, Switzerland – **BCV, Banque Cantonale Vaudoise**, 1002 Lausanne, Switzerland

**For Swiss Hospitality Club & Swiss Culinary Club:** Swift: BCVLCH2LXXX – IBAN: CH27 00767 000T 5341 9243

**For Swiss Language Club:** Swift: BCVLCH2LXXX – IBAN: CH13 00767 000S 5190 0750

## Confirmation / Invoice / Course documents

As soon as we receive your enrolment form, SEA will send you to invoice/confirmation. Upon receipt of this document, you will need to pay a deposit of CHF 300.- per person in order to validate your enrolment. The balance must be paid 30 days before the start of the course at the very latest. In the event of non-observation of this payment deadline, SEA reserves the right to bill you for the full cancellation charge in accordance with our conditions of cancellation. The course documents will be sent to you upon receipt of your full payment, i.e. around ten days prior to your departure.

## Changing Your Reservation

We do our best to accommodate any requests for changes to reservations. We charge a minimum handling fee of CHF 60.- per person and a maximum of CHF 150.- per booking for any changes made.

## Cancellation

Should you wish to cancel your study trip, please let us know by registered mail as early as possible.

An administration charge of CHF 300.- per person will be made for completed study trip bookings. If your cancellation reaches us less than 30 days before the start of your course a supplementary cancellation charge will be made at the following rates:

29-15 days before start = 30% of invoice total

14-8 days before start = 60% of invoice total

7-0 days before start = 100% of invoice total

## Insurance

All students must be covered by valid health and accident insurance. If necessary, a health and accident insurance policy may be organised via SEA for an extra charge. This insurance is compulsory for all students not living in Switzerland or in EU countries.

## Price Changes

SEA reserves the right to alter the prices listed in our brochure due to major unforeseeable events. If any price rise is more than 10% of the total cost, you have the right, within 10 days of our notification, to terminate your contract without cancellation charges. The prices listed for activities and excursions are approximate and are subject to alteration.

## Responsibility of the Organiser

As an organiser of study trips, SEA is responsible for the accuracy of this brochure. In line with good business practice, this responsibility includes the accuracy of its contents, the conscientious choice of organisers/professionals, the professional execution of the study trip and the timely transmission of travel documents to the point of sale/client. Liability is limited to double the cost of the trip.

## Complaints

If, during the course of your trip, you become aware of any failings or wish to make a complaint, please get in touch immediately with the school principal and ask for assistance. If your problem cannot be resolved to your satisfaction in this way, please telephone SEA or the organisation that sold you your trip without delay (do not wait until after your return). We will not be able to consider any eventual complaint unless you have satisfied these conditions. Any complaint must be sent to us in writing within 30 days of the end of your trip otherwise it will be regarded as inadmissible.

## Programme changes or cancellation by the organiser

SEA reserves the right to alter a programme when compelled to by changes made by one of our service providers or due to any other unforeseeable circumstance or an event outside our control. SEA also reserves the right to cancel a study trip as a result of force majeure, for example war, riots or strikes. SEA also reserves the right to cancel a course or service due to insufficient student numbers. In such an event alternatives will be offered or a refund made of the amount already paid. SEA reserves the right to alter course timetables, excursion destinations and sporting and leisure activities as and when necessary.

## Reservations of the organiser

SEA reserves the right to reject an enrolment without stating any reason and to send a student home if in our opinion the behaviour of that student prejudices the interests of a fellow student or is incompatible with the successful running of the course. In such an event, all costs associated with this exclusion, including the costs of travel home, would be the responsibility of the parent or guardian. No refund of course fees will be considered when a student decides to interrupt his or her study trip prematurely or is sent home for failing to respect our course rules and regulations. Students may leave valuables with their head of course for safekeeping or in the safes provided. SEA cannot accept any liability for the loss of theft of items/money not left for safekeeping in this way. SEA shall not be responsible in any event for accidents that occur during free time or non-supervised activities/excursions.

## Promotional Material

SEA and Swiss Education Group are entitled to capture image and videos of course students and to use such images and/or videos for publicity reasons, as well as publication on social media and on promotional material. Images and videos would – always and only – be used in clear relation to SEA and Swiss Education Group in the context of concepts in relation to education.

## Personal Privacy Policy

All personal data and contact information from participants will be kept confidential and will not be shared with external partners / third-party entities.

## Place of Jurisdiction

Terms and conditions are governed exclusively by Swiss law. The place of jurisdiction is Montreux.

All students will be asked to sign a photography waiver during their time at Swiss Education Academy. Should you wish for the minor not to be included in our promotional material, please tick the box below:

I do not wish images/video of the enrolled minor to be included in SEA promotional material



## Time and place

## Signature of Legal Guardian

## Signature of Student

### Swiss Hospitality Club – Montreux

Hotel Institute Montreux  
Avenue des Alpes 15  
CH-1820 Montreux

### Swiss Culinary Club – Le Bouveret

Cesar Ritz Colleges Switzerland  
Route Cantonale 51  
CH-1897 Le Bouveret

### Swiss Language Club – Leysin

Swiss Hotel Management School  
Avenue Léopold de Reynier 2  
CH-1854 Leysin

### Head Office:

Swiss Education Academy  
Avenue des Alpes 27  
CH-1820 Montreux | Switzerland

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