clubclass
ENGLISH LANGUAGE SCHOOL
MALTA

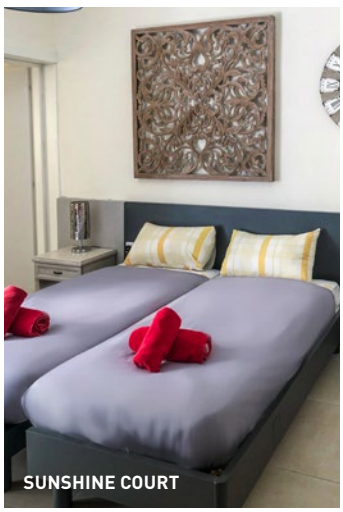
OXFORD QUALITY

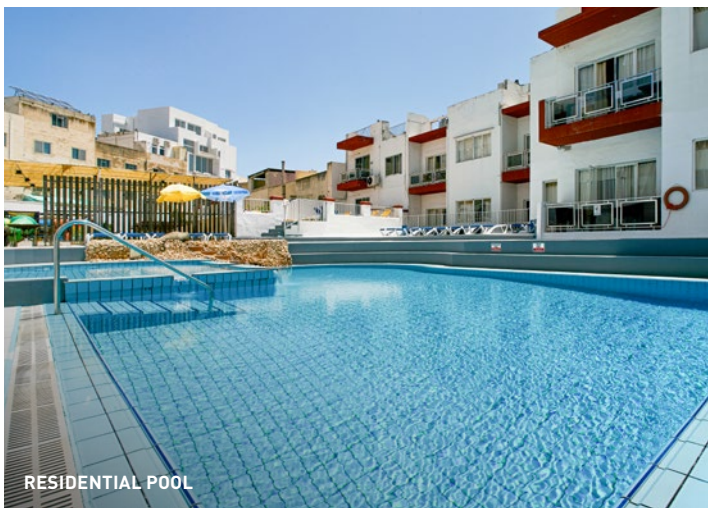
Proudly working in collaboration with
Oxford University Press
a department of the University of Oxford

Course & Accommodation Fees 2024


BUSINESS CENTRE


FITNESS CENTRE


SUNSHINE COURT


RESIDENTIAL POOL



RESTAURANT

Malta Tourism Authority
elt council
feltom FEDERATION OF ENGLISH LANGUAGE TEACHING ORGANISATIONS MALTA
OXFORD QUALITY
UED Uluslararası Eğitim Danışmanları Derneği
JAOS Japan Association of Overseas Studies
Bildungsurlaub.de
WYSE TRAVEL CONFEDERATION
yedab Association of Study Abroad Counselors Yurtdışı Eğitim Danışmanları Derneği
ALTO Association of Language Travel Organisations
internships worldwide start here.....go anywhere
THINKfitness GARDEN VIEW COMPLEX
GARDEN VIEW HOLIDAY COMPLEX
Three Black Sheep where good friends enjoy great food
ST. ANDREW'S FARM
Little Elephants Nursery • Childcare

Course Fees

INCLUDED IN THE FEES

- Oxford Practice Online E-Learning
- Orientation Walk
- Welcome Meeting
- Placement Test
- One course book & course material
- Clubclass End of Course Certificate
- Oxford Quality Centre Certificate
- Free Wi-Fi
- Student Bag
- Student Discount Card
- SIM card for mobile phone (on request)
- Weekly tutorials (8 weeks +)
- Academic Counselling
- Student Library
- 24-hours Assistance
- Use of Outdoor Pool, Fitness Centre (restricted hours), Student Lounge

NOTES

- Courses start every Monday.
- Each lesson consists of 45 minutes.
- An intermediate level of English or higher is required to join the Professional English courses. Students wishing to join an Exam Preparation course must have an appropriate level of English relevant to the exam they wish to take.
- All fees are in €.
- Childcare centre is available on site (subject to availability at a charge).

LOW SEASON
01.01.2024 - 15.06.2024
25.08.2024 - 31.12.2024

HIGH SEASON
16.06.2024 - 24.08.2024

COURSE HIGH SEASON SUPPLEMENT €80 PER WEEK

NO HIGH SEASON SUPPLEMENT ON COURSE FEES FOR STAYS OF 8 WEEKS AND OVER

COURSE TYPE	STUDENTS PER CLASS	LESSONS PER WEEK	1 - 7 WEEKS PRICE €	8 - 23 WEEKS PRICE €	24+ WEEKS PRICE €
General English – Standard	12	20	195	155	135
General English – Intensive	12	30	260	220	200
General English – Super Intensive	12	40	390	310	270
Professional English – Standard	8	20	275	235	215
Professional English – Intensive	8/12	30	340	300	280
Professional English – Combination	8/1	30	545	505	485
Individual English – 5 (also available online)	1	5	175	175	175
Individual English – 10 (also available online)	1	10	350	350	350
Individual English – 20 (also available online)	1	20	700	700	700
Semi-Individual English – 5*	2	5	87.5	87.5	87.5
Semi-Individual English – 10*	2	10	175	175	175
Semi-Individual English – 20*	2	20	350	350	350
Exam Preparation – Classic	12/1	30	545	505	485
Exam Preparation – Fluency	1/12	30	765	765	765
Exam Preparation – 30	1	30	1050	1050	1050
High Season supplement			**80**	**n/a**	**n/a**

** Two students of the same level and travelling together can book this course.*

OTHER FEES / INFORMATION

Course Resource Fee (Compulsory & non-refundable)
1-7 weeks €50
8-23 weeks €80
24 weeks + €110

Airport Transfers
On Arrival - FREE (when booking accommodation)
On Departure - €27.50

Pocket Money Fee €10

Courier Fee for Original Documents
Europe €55
Asia incl. CIS €65
South America €75 (subject to change dependant on courier company)

Specific Lessons time supplement
€45 per week

Rates and supplements are in € per person per week and for participants aged 16 years and over.

Course Resource Fee
Includes welcome meeting, orientation walk, placement test, one course book, course material, course certificate and Oxford Practice Online E-Learning.

- Rates do not include exam fees, leisure or cultural activities; these can be booked and paid for at Clubclass.
- Rates do not include insurance.
- Prices may change if there are revisions in governmental policy, fuel or tax increases, or other unforeseen events beyond the school's control. All fees are correct at the time of going to print. Clubclass retains the right to amend the fees as necessary.
- Bookings which extend over more than one season will be charged the respective weekly supplement for the season concerned unless otherwise stated.
- In cases of necessity the school reserves the right to exceed the maximum number of students in class.

ACADEMIC AND INTENSIVE COURSES

CORE MODULES CAN BE COMBINED TO CREATE THE FOLLOWING SAMPLE COURSES. THE BELOW ARE THE MOST POPULAR COMBINATIONS; OTHER OPTIONS COMBINING TWO OR MORE OF THE CORE MODULES ARE ALSO POSSIBLE.

Exam Preparation		NUMBER OF LESSONS PER WEEK	HOURS
Classic	One to One 10 + General English - Standard	30	22.5
Fluency	One to One 20 + General English - Fluency	30	22.5
30	One to One 30	30	22.5

Combination Course		NUMBER OF LESSONS PER WEEK	HOURS
Standard	General English - Standard + Individual English 10	30	22.5
Intensive	Individual English 20 + General English - Fluency	30	22.5

Business / Professional English		NUMBER OF LESSONS PER WEEK	HOURS
Intensive	Professional English - Mini Group + General English - Fluency	30	22.5
Combination	Professional English - Mini Group + Individual English 10	30	22.5



ONLINE LESSONS

Clubclass English Language School is offering English lessons online that will help you learn English in the comfort of your own home. Through our online platform you will have the opportunity to improve your English language skills and virtually interact with students throughout the world.

OXFORD QUALITY PROGRAMME

The Oxford Quality Programme is an agreement between Oxford University Press and selected schools worldwide, that share a commitment to excellence in the teaching of English.

Clubclass English Language School has always demonstrated its commitment to academic excellence by using quality English language teaching materials. As the only member of the Oxford University Quality Programme in Malta, Clubclass benefits from a range of quality educational services offered to the school. Clubclass benefits from quality English language materials with proven success around the world, including both print-based course books and digital learning tools.

Clubclass is working together with Oxford University Press to implement a range of initiatives designed to enhance our English language educational offer. As an Oxford Quality institution, we benefit from the use of high-quality educational solutions, as well as an exclusive level of consultancy and support from our local Oxford University Press team.

All our students get access to the Oxford Online Skills Programme, which is an excellent tool to practice and improve upon their listening, speaking, reading and writing skills. Access to this programme is 18 months from the date of activation.



OXFORD QUALITY

Proudly working in collaboration with
Oxford University Press
a department of the University of Oxford



Accommodation Fees

ACCOMMODATION TYPE	1 - 7 WEEKS PRICE €	8 - 23 WEEKS PRICE €	24+ WEEKS PRICE €
SHARING (three or four persons in a bedroom)			
Student House (SC)	150	145	140
Sidra Apartments (SC)	155	150	145
Hostel (SC)	160	155	150
Garden View - Two Bedroom Apartment (SC)	170	165	160
Amber Court (SC)	175	170	165
Garden View - One Bedroom Apartment (SC)	180	175	170
Host Family (HB)	215	205	195
High Season Supplement	**80**	**80**	**n/a**
TWIN (two persons in a bedroom)			
Student House (SC)	175	155	145
Sidra Apartments (SC)	185	165	150
Hostel (SC)	195	175	155
Garden View - Two Bedroom Apartment (SC)	215	195	175
Amber Court (SC)	220	200	180
St. Andrews Suites - Two Bedroom Suite (SC)	225	205	185
Sunshine Court – Two Bedroom Suite (SC)	225	205	185
Garden View – One Bedroom Apartment (SC)	235	215	195
St. Andrews Suites – One Bedroom Suite (SC)	245	225	205
Sunshine Court – One Bedroom Suite (SC)	245	225	205
Host Family (HB)	235	225	215
High Season Supplement	**80**	**80**	**n/a**
SINGLE (one person in a bedroom)			
Sidra Apartments (SC)	235	215	195
Garden View - Two Bedroom Apartment (SC)	295	280	255
Amber Court (SC)	305	285	265
St. Andrews Suites - Two Bedroom Suite (SC)	315	295	275
Sunshine Court – Two Bedroom Suite (SC)	315	295	275
Garden View – One Bedroom Apartment (SC)	335	315	295
St. Andrews Suites – One Bedroom Suite (SC)	355	335	315
Sunshine Court – One Bedroom Suite (SC)	355	335	315
Host Family (HB)	305	295	285
High Season Supplement	**80**	**80**	**n/a**

SC – Self Catering HB – Half Board

LOW SEASON
01.01.2024 - 15.06.2024
25.08.2024 - 31.12.2024

HIGH SEASON
16.06.2024 - 24.08.2024

ACCOMMODATION HIGH SEASON SUPPLEMENT €80 PER WEEK

NO HIGH SEASON SUPPLEMENT ON ACCOMMODATION FEES FOR STAYS OF 24 WEEKS AND OVER. (NOT APPLICABLE FOR HOST FAMILY STAYS)

CATERING OPTIONS

Continental Breakfast
€61.25 per week
(for 7 breakfasts)

Packed Lunch
€61.25 per week
(for 7 lunches)

Dinner Three Course
€122.50 per week
(for 7 dinners – meal includes beverage)

Special Diet Supplement
€14 Breakfast per week
€7 Packed Lunch per week
€14 Dinner per week

ACCOMMODATION INFORMATION

- Only nationality in the room (subject to availability) €60.
- Check-in on the day of arrival is at 14:00.
  An earlier check-in is possible at an additional fee of one night.
- Check-out on the day of departure is at 10:00.
  A later check-out is possible at an additional fee of one night.
- Private Bathroom supplement in a host family €60 per week.
- Launderette available on campus: €6 wash / €4 dry.
- Travel Insurance €12.50 per week (minimum two weeks).

All prices are inclusive of the applicable VAT rates in Malta and any other taxes or charges. ECO TAX is not included. ECO TAX is applicable to all students aged 18 and over. €0.50 per night, capped at a maximum of €5 per visit.
A refundable damage deposit of €100 will be collected from each student on arrival – this does not apply to students staying with host families.
A safety deposit box can be hired at the School Reception upon request at €10.



SUNSHINE COURT

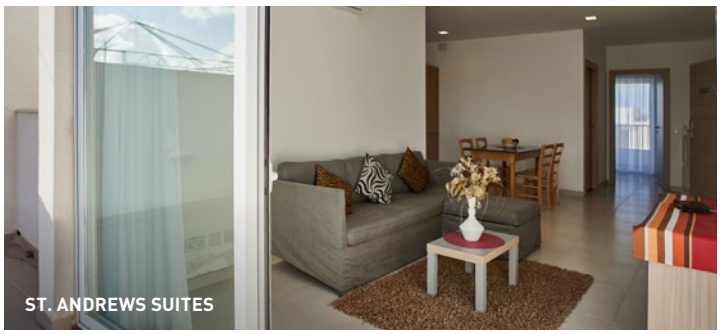
NOTES

- Students travelling alone can book twin/triple accommodation. Students, who would like to share the same bedroom, are to send their reservations together. Whilst the school will do its utmost to accommodate such requests, these cannot be guaranteed.
- The School reserves the right to allocate students in alternative accommodation of a similar or better standard (based on the value) without prior notification where circumstances beyond the school's control necessitate such changes.
- Extra nights are charged on a pro-rata basis (based on the charge for one week of accommodation); however the charge for a whole week will apply for 5 or 6 extra nights.

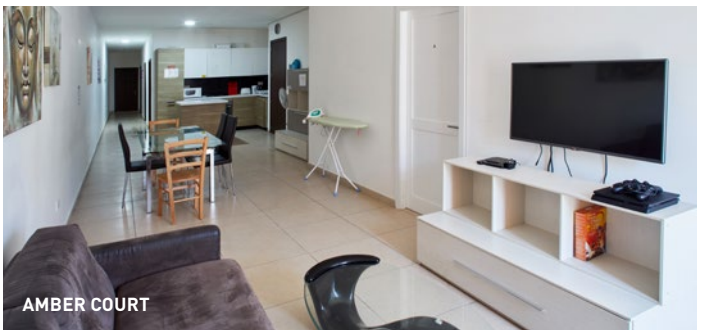
ACCOMMODATION

✓ AVAILABLE
A ACROSS THE ROAD FROM THE SCHOOL
I IN THE SAME BUILDING AS THE SCHOOL
W WITHIN WALKING DISTANCE OF THE SCHOOL
SLIEMA
€ AT A CHARGE (PAID LOCALLY)
P PRIVATE
S SHARED (IN THE ACCOMMODATION)
AT PRESET TIMES

	SHARED	TRIPLE	TWIN	SINGLE	NO. OF BEDROOMS	WI-FI	TV	KITCHEN	BATHROOM	AIR-CONDITIONING IN BEDROOM	AIR-CONDITIONING IN COMMON AREA	FAN	LOCATION
St. Andrews Suites - One Bedroom			✓	✓	1	✓	P	P	P	⊙	⊙		A
Sunshine Court - One Bedroom Suite			✓	✓	1	✓	P	P	P	24/7	24/7		SLIEMA
Garden View - One Bedroom Apartment		✓	✓	✓	1	✓	P	P	P	⊙			I
St. Andrews Suites - Two Bedroom Apartment			✓	✓	2	✓	S	S	1	⊙	⊙		A
Sunshine Court - Two Bedroom Suite			✓	✓	2	✓	S	S	2	24/7	24/7		SLIEMA
Garden View - Two Bedroom Apartment		✓	✓	✓	2	✓	S	S	1/2	⊙	⊙		I
Amber Court		✓	✓	✓	2/3	✓	S	S	S	⊙	⊙		A
Hostel		✓	✓		15	✓	P	S	P	€	⊙	✓	A
Sidra Apartments	✓	✓	✓	✓	3/4	✓	S	S	S	⊙		✓	A
Student House	✓	✓	✓		10	✓	S	S	S		⊙	✓	A
Host Family		✓	✓	✓		✓	S		S			✓	W

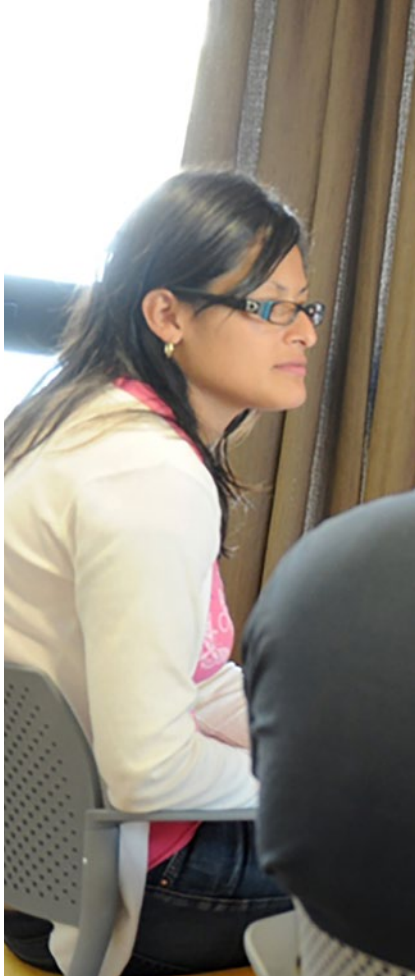


ST. ANDREWS SUITES



AMBER COURT

internships worldwide
start here.....go anywhere



Have you ever dreamt of doing an internship on a sun-kissed island in the Mediterranean and where English is an official language?

Our internship programmes focus on many different sectors and give you the opportunity to gain hands-on work experience, improve your English and prepare you for your future career.

FAST FACTS

AGE: 16 years and over
LEVEL OF ENGLISH: Pre-Intermediate / Intermediate
PREVIOUS WORK EXPERIENCE: Not essential
START DATE: Available all year round
DURATION: Minimum 1 week (will be offered on a case by case basis)

INTERNSHIP PLACEMENT FEE

UNPAID INTERNSHIP €395

FEE INCLUDES:
- Professional Interview with Internship Coordinator
- Review of Curriculum Vitae
- Internship Offers matching expectations and skills
- Internship Agreement
- Internship Handbook
- IW Bag

PAID INTERNSHIP* €595

FEE INCLUDES:
- Everything from the Unpaid Internship list, and:
- Pre-Internship Placement Online meeting – 1 hour
- Consultation prior to Interview with prospective companies
- Personal Development Coaching – 1 hour

ALSO INCLUDED:
- Accommodation Placement (if required)
- Intern will be accompanied to place of work on the first day of Internship
- Continued Support prior, during and after Internship Experience
- A professional reference letter and certificate will be awarded upon completion.

Placements of 12 weeks+ are to be charged a supplement of €20.00 per week from the 13th week onwards.

** Paid Internships are applicable to European applicants.*





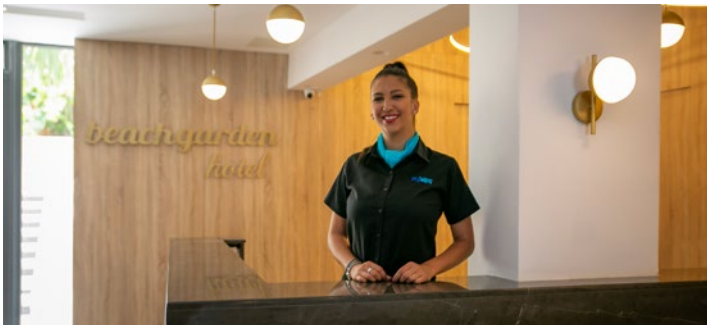
FIELDS AVAILABLE:

- Sales & Marketing
- Graphic & Web Design
- Multimedia
- Administration
- Front Office
- Child Care
- Beauty & Wellness
- Catering
- Teaching Assistant
- Medical Electives
- Public Relations
- Architecture
- Insurance
- Human Resources
- Housekeeping
- Engineering
- Secretarial / Management Assistant
- Sports (football or basketball coaching)
- IT (software or hardware)
- Banking (back office assistance)
- Tourism (Hotel Operations)
- Food & Beverage
- Finance / Accounting
- Retail (international franchise fashion stores/supermarket chains etc.)
- Education
- Business Development
- Health Care
- Real Estate

WE OFFER INTERNSHIPS IN:

- 5* and 4* world known hotels
- Michelin Star restaurants
- Governmental and private medical institutions
- International IT and Gaming companies

www.internships-worldwide.com







Groups

DATES 1 January to 31 December 2024

AGE 8 years and over

PRICE

TYPE	DATES	PRICE € / WEEK
Host Family (FB)	01.01.2024 – 15.06.2024	€400
Host Family (FB)	16.06.2024 – 25.08.2024	€475
Host Family (FB)	26.08.2024 – 31.12.2024	€400
Hotel 3* (HB)	01.01.2024 – 31.03.2024	€490
Hotel 3* (HB)	01.04.2024 – 30.04.2024	€510
Hotel 3* (HB)	01.05.2024 – 31.05.2024	€555
Hotel 3* (HB)	01.06.2024 – 30.06.2024	€655
Hotel 3* (HB)	01.07.2024 – 31.08.2024	€755
Hotel 3* (HB)	01.09.2024 – 30.09.2024	€655
Hotel 3* (HB)	01.10.2024 – 31.10.2024	€555
Hotel 3* (HB)	01.11.2024 – 31.12.2024	€490

The above group prices are based on a minimum of 20 paying students

DETAILS

Course – 20 lessons per week (maximum 15 students in a class)

Accommodation – Host Family or Hotel 3*

Room – Shared bedroom (3 or 4 students)

Meal plan – Host Family: Breakfast, packed lunch and dinner
Hotel 3* Accommodation: Breakfast and dinner

Activities – Educational visits, cultural, sports and social activities may be organised according to your budget.

Includes – Placement Test, Course Material (photocopies), End of Course Certificate, Airport Transfers, SIM Card and Group Leaders.















Parent & Child Programme

An exciting initiative designed to strengthen family bonds while immersing everyone in the world of English language and culture.

It is a unique opportunity for families to come together and embark on a language-learning adventure.

DATES 1 January to 31 December 2024

AGE 7 – 15 years

PRICE

5 Individual Lessons – €175/week	5 Semi-Individual Lessons* – €87.5/week
10 Individual Lessons – €350/week	10 Semi-Individual Lessons* – €175/week
20 Individual Lessons – €700/week	20 Semi-Individual Lessons* – €350/week

DETAILS **Activities** – Excursions may be booked at the school reception at an extra charge.

Includes – Placement test, Course materials (photocopies), End of Course Certificate and a local SIM Card. FREE Airport Transfer on arrival when booking accommodation.

** Two students of the same level and travelling together can book this course.*

DATES 17 June to 23 August 2024

AGE 7 – 15 years

PRICE Group Lessons - €275/week

DETAILS **Course** – 20 lessons/15 hours per week

Group Lessons – maximum of 15 students in a class

Activities – Excursions may be booked at the school reception at an extra charge.

Includes – Placement test, Course materials (photocopies), End of Course Certificate and a local SIM Card. FREE Airport Transfer on arrival when booking accommodation.

ACCOMMODATION

Clubclass' variety of accommodation options for parents and children travelling together is a fantastic way to cater to their diverse needs and preferences.

ACCOMMODATION	LOW SEASON 01 January – 15 June 2024 25 August – 31 December 2024	HIGH SEASON 16 June – 24 August 2024
Suite with One Bedroom **1 adult + 1 child** (at least one person attending a course)	€490/week	€650/week
Apartment with One Bedroom **1 adult + 1 child** (at least one person attending a course)	€470/week	€630/week
Suite with Two Bedrooms **1 adult + 1 child** (at least two persons attending a course)	€630/week	€790/week
Apartment with Two Bedrooms **1 adult + 1 child** (at least two persons attending a course)	€590/week	€750/week

Contact us for more combinations of accommodation options

Liberty Programme

This programme is a perfect blend of academic learning and recreational activities to make your English language journey not only effective but also incredibly enjoyable.

Our aim is to help you improve your language skills while having a great time in Malta!

DATES 16 June to 24 August 2024

AGE 17 – 20 years

PRICE

Garden View Complex
€825/week (same rate applies for 5 and 6 nights)
€60 - extra night (accommodation only)

Host Family
€625/week (same rate applies for 5 and 6 nights)
€31.43 - extra night (accommodation only)

COURSE

- Placement test
- 20 lessons (15 hours) tuition per week
- 1 Course book and course material
- Clubclass End of Course Certificate
- Oxford Quality Certificate
- Lessons are held in the morning or afternoon
- Maximum 15 students per class

ACTIVITIES

- 3 half-day trips per week
- 1 full-day excursion (for students staying a minimum of 2 weeks)
- Transport to and from school included (where necessary)

ALSO INCLUDED

- Airport transfers on arrival and departure
- Oxford Practice Online E-learning
- Student Discount Card
- Welcome pack
- Local SIM card
- Use of Outdoor Pool and Fitness Centre (restricted hours)

ACCOMMODATION – GARDEN VIEW COMPLEX

- Shared air-conditioned bedrooms with shower (maximum 3 students per bedroom)
- Breakfast and dinner
- The school may use accommodation at alternative premises of a similar or better standard.

ACCOMMODATION - HOST FAMILY

- Shared bedroom (maximum 3 students per bedroom)
- Breakfast and dinner
- The school may use accommodation at alternative premises of a similar or better standard.







5 REASONS TO CHOOSE CLUBCLASS LIBERTY PROGRAMME:

01
OUR COURSES

Imagine becoming a fluent English speaker in no time! Our dynamic and interactive English language course has been carefully designed to provide a balance of language skills practice. With experienced teachers and engaging lessons, you'll quickly gain confidence in speaking, listening, reading, and writing English.

02
ACCOMMODATION

GARDEN VIEW COMPLEX

Say goodbye to boring dorm rooms! During your stay, you'll enjoy comfortable and safe accommodation in a Clubclass campus specially curated to meet your needs. Create lasting memories with your new friends in a vibrant, lively setting that will make your stay truly enjoyable.

Our **HOST FAMILIES** are known for their genuine warmth and hospitality. From the moment you arrive, you will be treated as a member of the family, and their genuine care and attention will make you feel right at home. Staying with a local family offers an unparalleled opportunity to immerse yourself in the local culture.

03
EXCITING LEISURE ACTIVITIES

Adventure awaits around every corner! From exploring historic landmarks and museums to adrenaline-pumping outdoor adventures, we have got it all covered. Let your inner adventurer shine as you experience the best that Malta has to offer

04
PERSONAL GROWTH

This is not just a vacation; it is an opportunity for personal growth. Your experience will be filled with laughter, joy, and unforgettable moments. Capture the memories through fun group activities, themed parties, and excursions that will stay with you forever. Gain a global perspective and make friends from around the world, creating lifelong connections.

05
SAFETY

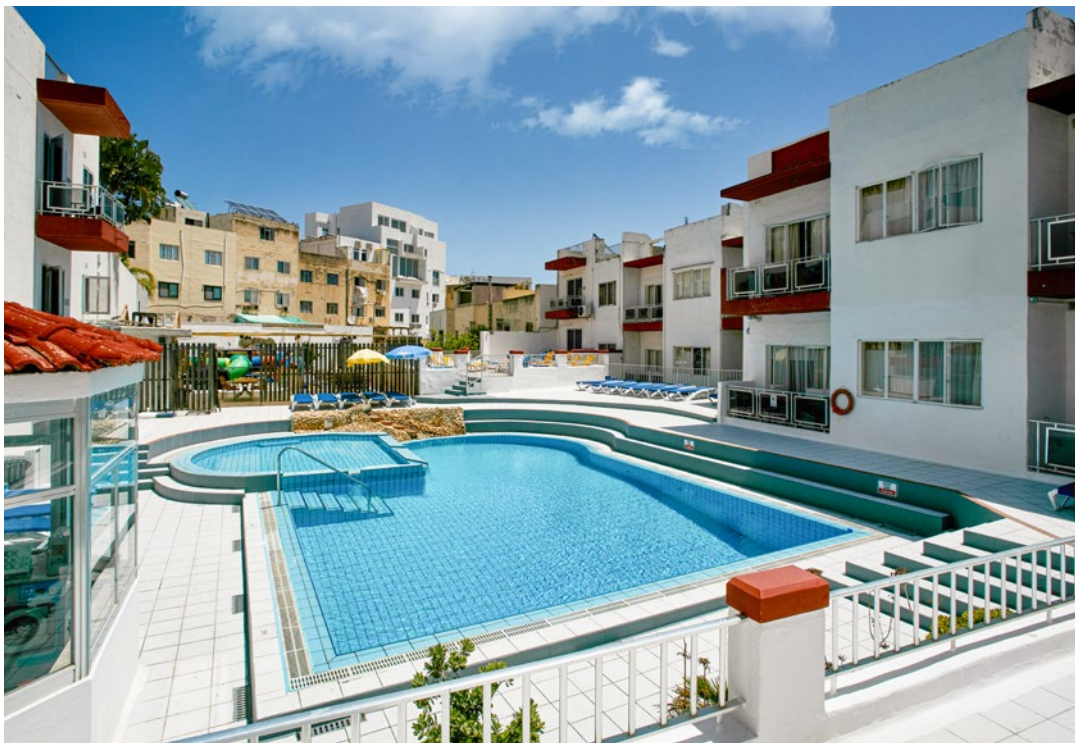
Parents, rest assured! We prioritise safety and provide 24/7 assistance by trained staff members. We take every precaution to ensure a secure and nurturing environment for our students.

Our Liberty Programme is the ultimate opportunity for you to spread your wings and embark on an unforgettable journey.

Now is your chance to break free from the ordinary and embrace a world of possibilities. Do not miss out on this opportunity to grow, learn, and have a blast! Let's make your dreams of language mastery and incredible adventures come true!







Clubclass Malta

WONDERING WHETHER CLUBCLASS MALTA IS THE RIGHT SCHOOL FOR YOU? **HERE ARE TEN TOP REASONS TO CONSIDER IT**



01 We are an accredited school, very close to Malta's tourist centre.

02 We are a residential school with excellent accommodation and leisure facilities.

03 All classrooms and accommodation options are equipped with free Wi-Fi.

04 Our small classes have a good nationality mix, encouraging you to speak English in and out of the classroom.

05 We promise excellent value for money.



06 We are an Oxford Quality Centre. The Oxford Quality Programme is an agreement between Oxford University Press and selected schools worldwide who share a commitment to excellence in the teaching of English.

07 We have a large outdoor swimming pool (situated in the same building as the school), which is free to use between May and October.

08 We have a fully equipped fitness centre - Think Fitness (situated in the same building as the school), which is free to use all year round.

09 Three Black Sheep Restaurant situated next door to the school.

10 Little Elephants Child Care Centre (situated in the same building as the school) for children 0-3 yrs. *(subject to availability)*







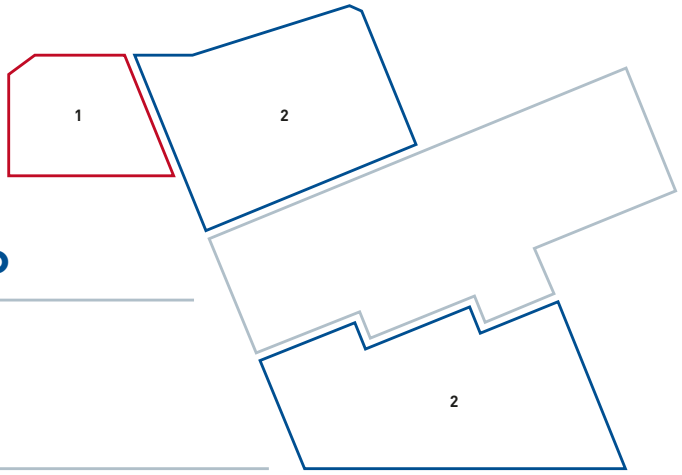


Plan of school and residences

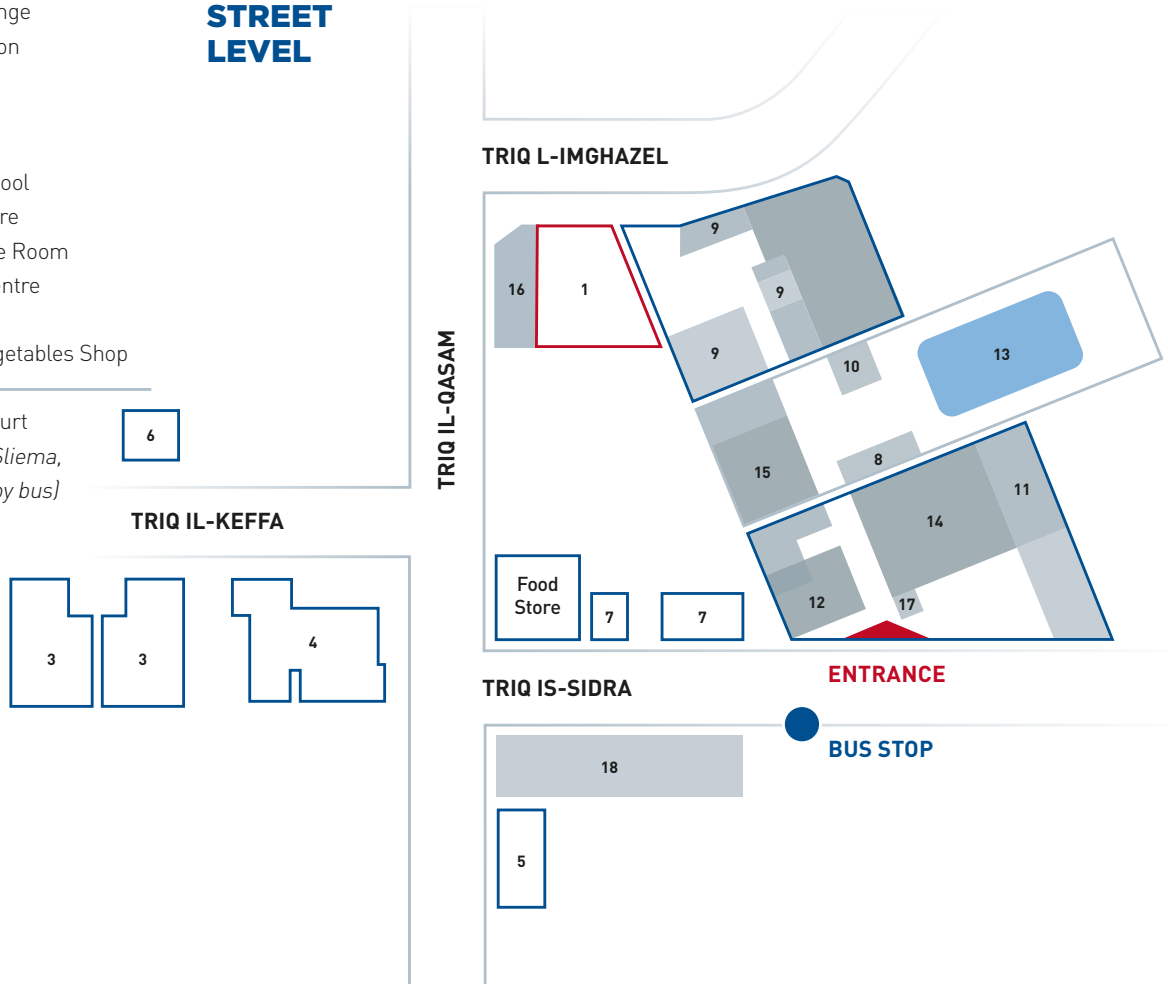
- 1 School
- 2 Garden View
- 3 Student Houses
- 4 Hostel
- 5 St Andrews Suites
- 6 Amber Court
- 7 Sidra Apartments
- 8 Student Lounge
- 9 Administration
- 10 Launderette
- 11 Restaurant
- 12 Reception
- 13 Swimming Pool
- 14 Fitness Centre
- 15 Multipurpose Room
- 16 Childcare Centre
- 17 ATM
- 18 Fruit and Vegetables Shop

Sunshine Court
(Located in Sliema, 15 minutes by bus)

LEVEL ONE / TWO



STREET LEVEL



Terms & Conditions

1. ENROLMENT PROCEDURE

1.1 BOOKING ENQUIRIES Booking enquiries can be made either directly with Clubclass or through the School's agents. A reply confirming availability or otherwise will be sent by the School.

1.2 DEPOSIT In the case of direct bookings, duly completed enrolment forms must be accompanied by a deposit equivalent to €150 or 25% of the total package price (whichever is higher). An additional accommodation deposit/ payment may be requested depending on the type of accommodation booked.

1.3 BOOKING CONFIRMATION A completed enrolment form must be accompanied by proof that the deposit has been paid. All the necessary documents will be issued once the deposit has been cleared. Bookings made through the School's agents are considered to be confirmed only when the School's documents have been issued and sent to the agent. No booking may be considered to be confirmed if the School's documents have not been issued.

1.4 SETTLEMENT The full payment, or in the case of direct bookings the balance due, is to be effected at least 2 weeks prior to arrival. All fees are to have been settled before the enrolment start date and no student will be allowed to start their course until payment has been received.

1.5 FIRST DAY AT SCHOOL On check-in / first day of school, only clients whose booking has been paid in full, will be allowed to check-in into the accommodation / join the course.

1.6 PAYMENT TYPES ACCEPTED
Payments can be effected:

- by bank transfer - all banking fees are to be borne by the client (only the amount received by the School will be credited to the clients' account);
- by credit card - subject to an additional charge of 5% (Administration Fee); or
- by PayPal/Flywire. A PayPal/Flywire link will be sent upon request - all fees are to be borne by the client (only the amount received by the School will be credited to the clients' account);

Bank details are provided on the invoice issued by the School.

1.7 CHANGES TO ENROLMENT The School reserves the right to charge an administration fee of €25 each time any part of the enrolment is changed after the School has confirmed the initial enrolment.

1.8 MINORS Enrolments for students under 18 years of age will only be processed upon receipt of the School's signed Parental Consent Form.

1.9 STUDENTS WITH SPECIAL NEEDS
Enrolments for students under 18 years of age will only be processed upon receipt of the School's signed Parental Consent Form. Students suffering from any illness or disability are obliged to inform the School upon registration providing all relevant details.

1.10 FLIGHT DETAILS Complete arrival flight details including flight number, time, date and airport of origin are to be sent to the School at least 7 days prior to arrival. If an airport transfer is required, these details must be provided at least 14 days prior to arrival. Students booked with host family and Sunshine Court accommodation must book the School's transport on arrival. Refunds on transfers will not be given if flight details are not sent on time or if flight details are given incorrectly. Airport transfer fees include a maximum of 1 hour waiting time. In the event of delays exceeding 1 hour students are requested to inform the School in order to avoid being charged an additional fee of €15 per starting hour. If the student does not meet the School's transport they should not take a taxi, but wait and call the transport provider on the number/s provided on the Arrival Transfer Voucher. When booking a departure airport transfer, students are required to provide complete flight details including flight number, departure date and time at least 7 days prior to departure date.

1.11 PUBLIC HOLIDAYS 2024 Clubclass Malta will be closed on the following days: 1 January, 19 March, 29 March, 1 May, 7 June, 15 August, 13 December and 25 December. Group lessons missed will not be replaced, and there will be no refund. An exception is made for Person to Person and Two to One courses where lessons missed will be made up.

1.12 VISAS Depending on the country of origin, some students may require a visa to study at Clubclass. The School will provide support and issue all the necessary supporting documents for students to apply for their visa once payment has been received; additional charges will apply each time documents are sent by courier and will be borne by the client. Students should ensure that they fully understand the country's immigration and border control regulations – up-to-date information is available from official visa websites. It is the student's responsibility to ensure that they obtain all the documents required for entry into the country, and to make themselves aware of any legal requirement or restriction that would hinder or prevent them travelling. Failure to attend a minimum of 80% of your lessons may jeopardise the possibility of extending your visa. Whilst the School endeavours to support students at all times, it cannot be held responsible for decisions taken by embassies or immigration authorities regarding entry visas or visa extensions.

Should the enrolment start date be postponed due to delays in the visa application process, the School cannot guarantee the original accommodation allocation and if the revised enrolment extends into the high season, a difference in fees may apply. In the case of students who required a visa extension, documents confirming that an individual is a student at Clubclass will only be issued to students who attend lessons regularly. Please note that it is the student's responsibility to apply for the correct type of visa and in good time. In view of its legal obligations towards the immigration authorities where a student is permitted entry to the country on the basis of a visa, the School reserves the right to retain the students' passport upon the student's arrival and to release the passport to the student only on an 'as-needed' basis and/or upon the scheduled departure.

2. CANCELLATION & REFUND POLICY

2.1 CANCELLATION PRIOR TO ARRIVAL
If a reservation is cancelled 29 days or more before the enrolment start date a cancellation fee of €150 will be charged. If a reservation is cancelled 28 days or less before the enrolment start date the full deposit paid will be forfeited.

2.2 "NO SHOW" OR SHORTENING OF STAY
Reservations for 28 days or less: If a student does not arrive on the enrolment start date, is absent during the course or leaves before the end of the package, a cancellation fee equivalent to the price of the complete package booked will be charged.

Reservations for 29 days or more: If a student does not arrive on the enrolment start date, or a reservation is shortened within the first 28 days of a student's enrolment start date, a cancellation fee equivalent to the lower between the price of the full package and the cost of the first 8 weeks of the package booked will be charged. If a reservation is shortened 29 days or more after a student's enrolment start date, the student needs to advise the School in writing at least 4 weeks prior to the revised enrolment end date, otherwise a 4-week cancellation fee will apply. The revised charge for the shortened duration will be based on the published rates in use at the time of amendment, and a started week will be considered to be a whole week.

During the cancellation period the student is permitted to continue making use of the services paid for. Any refunds for the part of the package not utilised (if any) will be given to the student in the form of a credit voucher, which can be used for a course upgrade (in a group) or transferred to another student who is not enrolled at the School. The credit voucher will be based on the value of the amount collected by the School. The School will send an e-mail to acknowledge that a cancellation/curtailment request has been received. If a student does not receive a confirmation email from the School it means that the request has not been received.

2.3 REFUSAL OF VISA If an entry visa is not granted and the School is informed 8 days or more before the enrolment start date, a full refund, less an administration fee of €150 and courier fees (if applicable), will be sent to the student. The refund will be transferred into the same account from where the original payment was effected. If the School is informed 7 days or less before the enrolment start date, a cancellation fee, equivalent to the cost of one week (course, accommodation, course resource fee, airport transfers, etc.) bank charges and courier fees (if applicable), will be charged. In the case of a student's visa not being extended, a refund based on the difference between the amount paid and the charge for the revised duration will be given. In all cases, the original documents issued by the School and evidence of the visa refusal are to be handed to the School. No refund will be given if a student is expelled or deported. The refund will be transferred into the same account from where the original payment was effected.

3. SCHOOL POLICIES

3.1 FIRST DAY OF SCHOOL The first day at school will be Monday if students arrive at the weekend, and the following day after arrival for mid-week arrivals. Students have to be at the School reception by 08:15, unless otherwise advised. The first day at school will be Tuesday when a public holiday falls on a Monday and the school is closed.

3.2 PLACEMENT TEST Prior to their arrival, students are sent a link to the online placement test to assess their level of English. On their first day, they will be assigned to a level of study based on their results of this test. The teacher will then asses their speaking and listening skills. Courses in General English are offered at all levels, however an intermediate level of English or higher is required to join the Professional English Courses. Students wishing to join an Exam Preparation course must have an appropriate level of English relevant to the exam they wish to take. If a student does not have the minimum level of English required to follow a particular course, the student will be offered a place in a General English-Intensive course of the same value. Should students feel that they have been placed in the wrong class, they should immediately report the matter to the Director of Studies for consideration. You may be asked to do your placement test online prior to joining your course.

3.3 WELCOME MEETING & ORIENTATION WALK On Monday students will be invited to attend a short Welcome Meeting at 16:30 where they will be given details about the course timetable, facilities available at Clubclass, leisure programme, welfare information, student card and SIM card. Students will also be given general tips and guidelines to help them make the most of their stay, thereafter followed by an Orientation Walk around the towns of Swieqi and St. Julian's.

3.4 ABSENCE FROM SCHOOL In the event that a student is absent from school, missed lessons are not made up or refunded. Students attending a course on a student visa will be required to provide a medical certificate from a doctor for any days missed.

3.5 ATTENDANCE Students must be punctual and latecomers will be excluded from their lesson. Only students who have been excused by their teacher or visited and certified as being sick by a doctor will be allowed to miss lessons. The School reserves the right to exclude any student from class who is deemed to be unfit to attend lessons. Documents confirming that an individual is a student at Clubclass will only be issued to students who attend lessons regularly. Students who are absent from their lessons without reasonable justification will not be awarded a course certificate. Regular absenteeism could lead to the student being expelled and no refunds will be given. The school is obliged to report regular absenteeism to the immigration authorities.

3.6 COURSE CERTIFICATE Students are awarded a course certificate at the end of their course at Clubclass. Students require a minimum of 80% attendance and they also need to complete an End of Course Questionnaire in order to receive their end of course certificate.

3.7 LEVEL CHANGE Students who would like to change level during their stay are to approach their class teacher, who will then discuss this with the Director of Studies. If the request is approved, the student will be asked to take a test before being moved to the next level. Should the student wish to have a new course book, this can be provided against a charge.

3.8 COURSE BOOK A course book is included in the course resource fee paid by students over 16 and joining any of the adult courses at Clubclass. Since course books cannot be exchanged, these are given to students on their second day of their course to ensure that students have been assigned to the appropriate level (students may need to purchase additional course books when they move up to a higher level or a different course).

3.9 COURSE TIMES AND LOCATION Courses may be held in the morning or in the afternoon. The School reserves the right to place students in any course schedule and to change the timetable as and when necessary. The School may use classrooms at alternative premises of a similar or better standard.

3.10 REDUCTION IN LESSONS If an insufficient number of students are participating at a particular level, the School reserves the right to reduce the number of lessons as follows:

- Group course with a maximum of 12 students per class – 1 to 4 students in class, 5 lessons for every 10 lessons booked
- Group course with a maximum of 6 students per class – 1 or 2 students in class, 5 lessons for every 10 lessons booked

3.11 COURSE CHANGE Students who would like to change their course during their stay are to approach the Director of Studies; additional charges will apply in the case of upgrades to a different group or person-to-person course, however refunds or course/accommodation extensions will not be given if students change to a course of a lower value. Change from a group course to a person-to-person course is only possible if the price-difference between the two courses is paid and the new course has a minimum of 20 lessons per week. If a student requests to be changed to a course of the same type and/or value, an administration fee of €25 will be charged. The School reserves the right to change any part of the package to another type of similar or better standard where circumstances beyond the School's control necessitate such changes - in this case no charges will apply.

3.12 SHORTENING OF ENROLMENT No cash refunds will be given to students who shorten their package at Clubclass; the School's "Cancellation & Refund Policy" will apply. Students enrolled with a visa/temporary residence permit may not be shortened due to the terms of issue established by immigration authorities.

3.13 TAKING A STUDY BREAK Long-term students are entitled to a two- week break for every 10 weeks booked, and a one-week break for each additional 5 weeks. Students are to inform the Director of Studies and/or the

School reception staff at least 7 days before they plan to take a break. Breaks must consist of whole weeks (Monday to Friday) and the course only will be added on to the end of the enrolment. If the revised enrolment extends into the high season, a difference in fees may apply. In the case of study breaks, unutilised accommodation and courses cannot be passed on to other students and refunds will not be given. Students returning from a study break cannot expect to return to the same class, teacher or accommodation (in exceptional circumstances, the School reserves the right to move the students' personal belongings while the student is not present). Once a break has been confirmed, dates cannot be changed and students may not turn up for lessons during the respective week/s. Students requiring a visa for the duration of their stay must ensure that their enrolment includes any planned study breaks. Accommodation is not carried forward. The last course week/s cannot be booked as a study break.

3.14 EXAM INFORMATION Course fees do not include exam fees; these are to be booked and paid for at the School. Exam application is at the discretion of the Director of Studies. Students wishing to sit for exams must bring valid passports for exam entry; identity cards will not be accepted. Transportation to and from the testing centre is not included.

3.15 POSSIBLE CHANGE IN LESSON FORMAT Clubclass English Language School reserves the right to switch from face to face lessons to online lessons as it deems necessary in order to safeguard the health and safety of its students and staff. For operational reasons, there may be weeks when the maximum number of students in class at any one time is exceeded.

4. ACCOMMODATION POLICIES – CLUBCLASS MALTA

4.1 CHECK-IN Check-in on the day of arrival is at 14:00. Upon check-in students staying in the apartments, hostel and student houses will be asked to pay a damage deposit of €100 which will be refunded upon departure. If students' arrival is early in the day and they prefer immediate access to their room, the School recommends that the accommodation is reserved from the night before to guarantee immediate access. ECO TAX is not included. ECO TAX is applicable to all students aged 18 and over. €0.50 per night, capped at a maximum of €5 per visit.

4.2 CHECK-OUT Check-out on the day of departure is at 10:00. When checking out, students staying in the apartments, hostel and student houses should allow at least 1 hour for management to check the accommodation and refund the damage deposit. If a student fails to allow at least 1 hour, management reserves the right to refund the damage deposit at a later stage at a charge. In order to be checked, the accommodation has to be vacated and keys returned. Management reserves the right to remove the personal belongings of students who are due to check out or change room if they fail to do so by 10:00. The School will not accept any liability for any items reported missing or damaged.

4.3 DAMAGE DEPOSIT The damage deposit of €100 paid on check-in will be refunded (in full or part thereof) on check-out, upon presentation of the damage deposit receipt and after the accommodation has been inspected. The damage deposit is held against any costs that may be incurred in respect of missing items of inventory, breakages, damages or excessive dirt that students may cause during their stay. Management also reserves the right to fine students where disturbances to other clients or third parties have been reported. In these cases the fine will be taken from this deposit. It is very important to note that students' liability is not limited to €100 and the School reserves the right to charge extra money or take any other necessary measures as and when required. Clients departing during the night are to contact the reception at the main residence (Garden View Complex) the evening before their departure for instructions regarding refund of their deposit. Failure to do so will result in the refund being made by bank transfer/credit card at a charge.

4.4 CLEANING Cleaning of the accommodation and change of towels and bed linen takes place on a weekly basis; missing items will not be replaced. Cleaning includes washing of floors and bathroom/s, and dusting of furniture; cleaning of plates, pots and pans is not included. Even though cleaning is provided, students are to keep their rooms tidy to make cleaning easier and must throw all their rubbish into the large container situated outside the main entrance of the accommodation on a daily basis. Rubbish is not to be left to accumulate indoors as this will attract ants and other unwanted insects. Students leaving untidy rooms will not have their accommodation cleaned and will have to pay an additional fee of €25 - €35 per apartment for extra cleaning.

4.5 CHANGE OF ACCOMMODATION (REQUESTED BY STUDENT) – HOST FAMILY ACCOMMODATION If a student changes from one host family to another host family, an administration fee of €50 will be charged; the administration fee will also apply if the student changes to any other type of accommodation. If a student changes to accommodation of a superior category, the student will also be charged the difference in price. There will be no refund or course/accommodation extension if a student changes to accommodation of an inferior category.

4.6 CHANGE OF ACCOMMODATION (REQUESTED BY STUDENT) – ALL OTHER TYPES OF ACCOMMODATION If a student changes from one accommodation to another accommodation of the same category, an administration fee of €25 will be charged. If a student changes to accommodation of a superior category, the student will only be charged the difference in price. There will be no refund or course/accommodation extension if a student changes to accommodation of an inferior category. The respective hotels' policies will apply for students staying at a hotel.

4.7 CHANGE OF ACCOMMODATION (REQUESTED BY SCHOOL) The School reserves the right to ask students to change their bed/room/apartment provided that notification is given beforehand.

4.8 PARTIES Parties must not be held in the accommodation. Loud music, singing, shouting or any other disturbance in the accommodation, corridors or any other public area is not permitted at any time during the day or night. A penalty fee equivalent to €100 of damage deposit is being charged when regulations are ignored.

4.9 MEALS – APARTMENTS, HOSTEL AND STUDENT HOUSES Meal times for students staying in the apartments, hostel and student houses who have booked breakfast, half board or full board are as follows:
Continental Breakfast – from 08:00 to 09:00
Packed Lunch – to be collected at breakfast
Dinner – from 18:30 to 22:30.
Breakfast and dinner will be served at 3 Black Sheep (next door to the school).

4.10 MEALS – HOST FAMILY ACCOMMODATION Students staying with host families are entitled to continental breakfast and dinner. Breakfast includes tea or coffee with milk, and an adequate amount of toast with preserves and cereals. Dinner in the evening includes a variety of dishes and mineral/filtered water. Students must respect the meal times established by their family. Students should inform their family about the foods they like and do not like, or when they are not going to eat at the family, or would like to eat at a different time.

4.11 INSPECTION OF ACCOMMODATION Management or staff carry out regular spot checks of the students' accommodation from time to time. Pots, pans, plates, cutlery etc. must not be moved from one accommodation to another. When inspecting the accommodation on departure, clients will be charged for missing items even if they are found in another accommodation. Posters, photos, postcards, etc. must not be stuck on to the walls; this is to avoid damaging the plastering – a maximum fee of €25 per room will be charged for whitewashing. Students are responsible for missing items
of inventory, breakages and damages in their accommodation; therefore, it is in the interest of the students who are sharing accommodation to ensure that any damage caused in their accommodation is reported to management immediately.

4.12 COOLING AND HEATING Air-conditioning in the Garden View apartments functions between 20:00 and 06:00 in summer. In winter, the heating functions between 15:00 and 22:00. Students can pay an extra €3 per unit per day so that the air-conditioning / heating operates on a 24-hours basis. Air-conditioning at the hostel is available at a supplement of €6 per day. If students require a heater or a fan, this can be hired from the main residence (Garden View Complex) reception at a cost of €3 per day. Use of heaters or fans other than those supplied by the reception is not allowed. In the event of a heater or fan being found in the accommodation a charge of €6 per day for the full stay will be made for each heater / fan. In the case of host family accommodation a heater/fan will be provided when necessary.

4.13 KEYS Every student will be given his/her own room key. Students staying in the apartments, hostel and student houses will be charged €10 for missing or broken keys. Replacement keys will only be given upon presentation of photo identification. In the case of accommodation with host families, if students are given a copy of the house key and this is lost, they will have to pay the full cost involved to replace the door lock.

5. GENERAL POLICIES

5.1 INSURANCE Students should have a comprehensive health, accident and travel insurance policy which would cover them from the enrolment start date until the enrolment end date (coverage for cancellations, loss and theft of baggage and personal belongings, emergency evacuation, and for any other eventuality that may occur should also be included). The School shall in no way be held responsible for any costs incurred as a result of the student having no or insufficient insurance cover. The School reserves the right to be fully reimbursed for any medical or related costs it may incur on behalf of the student who requires urgent medical attention. Unless liability is legally imposed, the School will not accept any liability in the case of illness, accident, loss, damage or injury to personal effects or property.

5.2 SAFETY AND SECURITY Although a number of security measures are in place to ensure that the School and accommodation are safe, personal objects are the individual's responsibility. Students are advised to take care of their belongings and never leave them unattended. Students' possessions are not covered by the School's insurance policy and the directors, management or staff cannot be held responsible for the theft, loss, or damage to students' valuables even while being held for safe-keeping. While our schools and accommodation are situated in locations generally considered to be safe, students are advised to be vigilant at all times and at night try to stay in groups and not walk home alone. Hitch-hiking is not recommended.

5.3 DAMAGES The full cost must be paid by students causing any damage to the School or accommodation, or during any service provided by the School or its sub-contractors. In the case of damages caused in shared accommodation, all students in the respective accommodation will be held equally responsible if no single student accepts responsibility. Breakages and damages will be charged as they arise.

5.4 QUERIES, PROBLEMS AND ISSUES Concerns regarding courses, accommodation, or any other service provided by the School or its sub-contractors are to be registered with any member of the management team or at the School reception either verbally at the time of occurrence or in writing within 24 hours. Queries, problems or issues cannot be resolved unless this procedure has been followed. No complaints and/or claims for compensation will be accepted by the School if queries, problems or issues are brought to the School's attention after 24 hours of occurrence or after the enrolment end date.

5.5 EXPULSION The School expects all its students to be well motivated, polite and considerate towards staff, families, students and the public in general. The School may, without being held liable in any manner whatsoever, exclude students from any service applied for, if, in the opinion of the directors, management or staff they appear likely to endanger their own health, safety or comfort, or that of other students, damage the property or reputation of the School, sub-contractors or third parties, or fail to observe the laws governing the country. If a student regularly disregards school and/or accommodation policies and rules, the directors, management or staff reserve the right to expel the student. There will be no refund, and in the event of repatriation, the School shall have the right to reclaim any costs incurred.

5.6 POLICIES AND RULES All students are bound to abide by the policies and rules of Clubclass and by the laws governing the country. When a reservation is made by an agent or third party, the person making the booking is responsible for informing the student about the School's terms, conditions, policies and rules. The School's policies and rules are available online and other literature supplied at the Placement Test and on the School's Notice Boards. Ignorance of the policies and rules will not be accepted as an excuse for non-compliance and may lead to expulsion of the student from the School. If a situation arises which has not been covered by these Terms & Conditions, the School reserves the right to act in a way it thinks is fair and appropriate.

5.7 DATA PROTECTION By submitting their information, students agree to the processing of personal data by Clubclass. All personal data will be processed in accordance to our Privacy Notice which is accessible from **https://www.clubclass.com/en/privacy-policy**

5.8 FORCE MAJEURE The directors, management or staff cannot be held responsible for failure to comply with any of their obligations if this is due to a situation beyond the School's reasonable control. No compensation will be offered by the School.

5.9 PHOTOGRAPHY AND FILMING The School may use photographs taken during a student's stay to illustrate its promotional material. If a student wishes that his or her photo should not appear in this material they should write to the School within one month of the photo-shoot. These photos have no commercial or contractual value. The same applies for video footage taken during a student's stay.

5.10 SUPERVISION The School does not provide supervision to students who have booked an adult course, irrespective of their age. The school will require a parental consent form for all students under the age of 18.



OUR VISION IS TO PROVIDE A HOLISTIC APPROACH TO LEARNING WHICH ENABLES OUR STUDENTS TO COMMUNICATE, DEVELOP AND GROW IN A DIVERSE WORLD.



CLUBCLASS MALTA LTD.
104, Triq is Sidra, Swieqi, St. Julian's, SWQ 3150, Malta

tel: +356 23772401/2402
email: info@clubclass.com
web: www.clubclass.com
VAT No MT 2830-6135
Company Registration No - C68252

clubclass
ENGLISH LANGUAGE SCHOOL
MALTA

We bring language to life