

Hong Kong First Class Academy Tutorial School
 School Registration Number: 569690
 6/F, Kailey Tower, 16 Stanley Street, Central, Hong Kong Island
 2/F, Fourseas Building, 208 – 212 Nathan Road, Jordan, Kowloon
 Telephone: (852) 2526 9156
 Facsimile: (852) 2525 2756
 Website: www.firstclass.edu.hk



English Oral Workshop Booking Form 2009

Student's Name(s):

.....

.....

Parent/Guardian Name:

Contact Telephone No.:

Please complete this form and fax it back to us at your earliest convenience on 2525 2756.

o HKAL English Oral Workshops (\$2,000 per workshop)
 To be confirmed
12.00pm-2.00pm / 2.00pm-4.00pm
(6 Hours Total)

Acknowledgement

Before enrolling on the above course, I received sufficient promotional information and I visited the school website to know about the tutorial service being provided. I am aware of the information contained on the website and promotional information including course details, fees, information on the principal and teachers and refund policies and procedures. I understand that in accordance with the Education (Exemption) (Private Schools Offering Non-formal Curriculum) Order, the fee is collected in advance no more than one month prior to tuition commencing. If the school fails to provide the course as scheduled, the school will give me a full or partial refund according to the refund policies and procedures stated in the promotional information and school website.

I agree to pay the course fee as stated above per workshop per student prior to the course commencement and accept that once payment has been made no refund is payable except in accordance with the Refund Policies and Procedures of the school and that it is my responsibility to ensure that the students attend the course at the designated time and location.

Parent/Guardian Signature: **Date:**

For Office use only

Number of students: **Confirmed by:**

Fee paid date: .../.../... **Amount:** \$..... **Inv. No.:**