



learning *for* life

# PRICE LIST *2024*

# ADULTS

## [ COURSE ONLY ]



General English Courses			Short Term 1-7 Weeks €/Week		Long Term 8+ Weeks €/Week	
			Low Season	High Season*	Low Season	High Season*
General English 20	20 Lessons	Starter-C2	245	275	215	245
General English 30	30 Lessons	Starter-C2	340	370	310	340
General English Mini 30	30 Lessons	Starter-C2	435	465	-	-
Intensive English	20 Group + 10 PT Lessons	Starter-C2	605	635	-	-
Private Tuition 5	5 Lessons	Starter-C2	205	235	-	-
Private Tuition 10	10 Lessons	Starter-C2	375	405	-	-
30+ (General English 30 offered at ETI) Contact ETI (info@etimalta.com).	30 Lessons	A2-C2	-	-	-	-
Semi-Private Tuition 2 persons of same level need to book together.	10 Lessons	Starter-C2	305	335	-	-
50+ Course + Activity Programme	20 Lessons	Starter-C2	475	-	-	-

Exam Preparation & Academic Courses			Low Season	High Season*	Low Season	High Season*
Cambridge	30 Lessons	B1-C2	-	-	310	340
IELTS	30 Lessons	B1-C2	340	370	310	340
TOEFL	30 Lessons	B1-C2	340	370	310	340
TOEIC	30 Lessons	B1-C2	340	370	310	340
Academic Year Course	30 Lessons	Starter-B2	-	-	310	340
International Foundation Diploma	-	B1-C2	-	-	310	-

Business & Career Courses			Low Season	High Season*	Low Season	High Season*
English for Work	GE 20 + 10 English for Work	A2-C2	340	370	-	-
Business English 20	20 Lessons	B1-C1	315	345	-	-
Intensive Business English	20 Group + 10 PT Lessons	B1-C1	675	705	-	-
English for Specific Purposes Please contact us for further information.		Starter-C2	-	-	-	-
Work Placements Please contact us for further information.		B1-C2	-	-	-	-
Nile Malta - Teacher Development Check out <a href="https://ese-edu.com/english-courses/nile-teacher-training/">https://ese-edu.com/english-courses/nile-teacher-training/</a> for more information		B1-C2	555	585	-	-

Sports (Transport not included)			€/ person
	Padi Advanced Diving	5 Sessions	TBA
	Padi Open Water Diving	9 Sessions	TBA

Exam Fees			Exam Fee to be paid in Malta
IELTS	Min. 6 Weeks	B1 Level (Required on entry)	240
	Min. 4 Weeks	B2 Level (Required on entry)	
Cambridge	Min. 8 Weeks	PET-B1, FCE-B2, CAE-C1, CPE-C2 (Please refer to the website for start dates)	240

**\*High Season** 29/06/2024 - 31/08/2024

Other Fees		€
Registration		50
First Course Book		30
Insurance (Per Week)		10

### AYC Start Dates

08/01/2024

19/02/2024

01/04/2024

13/05/2024

01/07/2024

12/08/2024

30/09/2024

11/11/2024

06/01/2025

### AYC Semester Holidays

Break 24/06/2024 - 28/06/2024

Break 23/09/2024 - 27/09/2024

Break 23/12/2024 - 03/01/2025

### What's Included

Welcome Evening

Course Certificate

Personal Notebook

Free Wi-Fi at School

Free eLearning

Free SIM Card

# ADULTS

## [ ACCOMMODATION ONLY ]



Host Family	Walking distance to school	Short Term 1-7 Weeks €/Week		Long Term 8+ Weeks €/Week		Single Room Supplement** €/Week
		Low Season	High Season*	Low Season	High Season*	
<b>Host Family</b> Half-Board, Double Room Sharing. Special Diet €70/Week.	-	240	295	240	295	170
<b>Residence</b>						
<b>ESE Residence**</b> Bed & Breakfast, Double Room Sharing. Accommodation Services Fee: €25/Week	in-house	325	395	-	-	170
<b>Self-Catering Apartments</b>						
<b>Economy</b> Self-Catering, Double/Triple Room Sharing. Accommodation Services Fee: €25/Week	10-15 mins	190	260	180	250	170
<b>Superior</b> Self-Catering, Double Room Sharing. Accommodation Services Fee: €25/Week	2-15 mins	230	300	215	285	170
<b>Superior Plus</b> Self-Catering, Double Room Sharing. Ensuite bathroom included. Accommodation Services Fee: €25/Week	10-15 mins	305	375	290	360	170
<b>Hotel Studios</b>						
<b>Salini Resort ****</b> (Salina Bay)** Self-Catering, Double Room (Max. 2 Pax).	Shuttle service to ESE available	SA	n/a	n/a	n/a	n/a
		SB	535	470	200	
		SC	315	295	150	
<b>The George Urban Boutique Hotel ****</b> (St Julian's)** Self-Catering, Double Room (Max. 2 Pax).	Across the street from ESE	SA	780	n/a	350	
		SB	680	n/a	250	
		SC	560	n/a	200	
<b>Hotel Rooms</b>						
<b>Salini Resort ****</b> (Salina Bay) Standard Room, Bed & Breakfast, Double Room. Seaview €70 per Person/Week.	Shuttle service to ESE available	SA	720	350	185	
		SB	610	300	185	
		SC	360	250	185	
<b>Number 11 Hotel ***</b> (St Julian's) Bed & Breakfast, Double Room.	Next door to ESE	SA	760	350	-	
		SB	610	300	-	
		SC	360	250	-	
<b>The George Urban Boutique Hotel ****</b> (St Julian's) Courtyard Room, Bed & Breakfast, Double Room.	Across the street from ESE	SA	800	500	-	
		SB	680	450	-	
		SC	370	300	-	

### \*High Season

(Host Family, Residence & Self-Catering Apartments)

29/06/2024 - 31/08/2024

### Other Fees

Accommodation Placement Fee

€

30

### What's Included in the Accommodation Services Fee / Residence & Apartments



Wi-Fi



TV



Air Conditioning/Heating



Maid Service / Towel Change / Linen Change (Once Weekly)



Washing Machine - Available in Apartments - Free of Charge



Eco Tax of €0.50 per day to a max of €5 per stay/person for Host Families, Residence and Apartments



Water & Electricity

### Hotel Seasons

SA	26/05/2024 - 21/09/2024
SB	25/02/2024 - 25/05/2024
	22/09/2024 - 02/11/2024
SC	01/01/2024 - 24/02/2024
	03/11/2024 - 31/12/2024

### PLEASE NOTE

\*\* When a person is booked alone in a room, the single room supplement will be charged.

→ Hotel Season SC - A supplement applies for bookings on 01-02 January and 23-31 December, 2024.

# ADULT SHORT TERM PACKAGE

[ 1-7 WEEKS - GE 20 COURSE + ACCOMMODATION ]



Host Family	€/Week		Single Room Supplement** €/Week	
	Low Season	High Season		
<b>Host Family</b> Half-Board, Double Room Sharing Special Diet €70/Week	485	570	170	
Residence	Walking distance to school			
<b>ESE Residence**</b> Bed & Breakfast, Double Room Sharing Accommodation Services Fee: €25/Week	In-house	570	670	170
Apartments				
<b>Economy</b> Self-Catering, Double/Triple Room Sharing Accommodation Services Fee: €25/Week	10-15 mins	435	535	170
<b>Superior</b> Self-Catering, Double Room Sharing Accommodation Services Fee: €25/Week	2-15 mins	475	575	170
<b>Superior Plus</b> Self-Catering, Double Room Sharing Ensuite bathroom included Accommodation Services Fee: €25/Week	10-15 mins	550	650	170
50+ Programme	Distance to school	Season	Package Price €/Week	Single Room Supplement** €/Week
<b>Salini Resort ****</b> (Salina Bay)** Bed & Breakfast, Double Room	Shuttle service to ESE included	SA	1110	350
		SB	1000	300
<b>Number 11 Hotel ***</b> (St Julian's)** Bed & Breakfast, Double Room	Next door to ESE	SA	1110	350
		SB	1000	300
<b>The George Urban Boutique Hotel ****</b> (St Julian's)** Bed & Breakfast, Double Room	Across the street from ESE	SA	1170	500
		SB	1080	450

**High Season** (Host Family, Residence & Self-Catering Apartments)

29/06/2024 - 31/08/2024

**50+ Programme Start Dates**

11/03/2024

08/04/2024

06/05/2024

09/09/2024

07/10/2024

## Hotel Seasons

SA	26/05/2024 - 21/09/2024
SB	25/02/2024 - 25/05/2024
	22/09/2024 - 02/11/2024
SC	01/01/2024 - 24/02/2024
	03/11/2024 - 31/12/2024

## Course Upgrade Supplement Fees

(to be added for courses other than General English 20)

		€/Week
<b>General English 30</b> - 30 Lessons / week	Starter-C2	95
<b>General English Miniclass 30</b> - 30 Lessons / week	Starter-C2	190
<b>Intensive English</b> - 20 Group Lessons + 10 PT / week	Starter-C2	360
<b>Private Tuition 10</b> - 10 Lessons / week	Starter-C2	130
<b>Private Tuition 20</b> - 20 Lessons / week	Starter-C2	505
<b>Private Tuition 30</b> - 30 Lessons / week	Starter-C2	880
<b>Semi-Private Tuition</b> - 10 Lessons / week 2 persons of same level need to book together.	Starter-C2	100
<b>50+ - GE 20 Course + Activity Programme / week</b>	Starter-C2	230

## Exam Preparation Supplement Fees

	€	
<b>Cambridge</b> - 30 Lessons	B1-C2	95
<b>IELTS</b> - 30 Lessons	B1-C2	95
<b>TOEFL</b> - 30 Lessons	B1-C2	95
<b>TOEIC</b> - 30 Lessons	B1-C2	95

## Business & Career Supplement Fees

	€	
<b>English for Work</b> - GE 20 + 10 English for Work	A2 - C2	95
<b>Business English 20</b> - 20 Lessons	B1 - C1	70
<b>Intensive Business English</b> - 20 Group Lessons + 10 PT	B1 - C1	430

## Other Fees

	€
<b>Registration</b>	50
<b>First Course Book</b>	30
<b>Accommodation Placement Fee</b>	30
<b>Insurance</b> (Per Week)	10
<b>Airport Transfers</b> (Departure)	30

## PLEASE NOTE

\*\* When a person is booked alone in a room, the single room supplement will be charged.

→ Eco Tax is not included in Hotel accommodation which must be paid at the Hotel.

→ When course and accommodation are booked airport transfer on arrival is included. Return airport transfer may be booked at €30.

→ Hotel Season SC - A supplement applies for bookings on 01-02 Jan and 23-31 Dec 2024.

## What's included in the Package

(including in the Accommodation Services Fee)

- General English 20
- Accommodation as Booked
- Meet & Greet Airport Transfer - On arrival - Coach/Mini Bus. Optional Return Private Taxi to Airport at €30
- Welcome Evening
- Course Certificate
- Personal Notebook
- Free Wi-Fi - At School, Residence, Hotel and Apartments
- eLearning
- TV
- Beach Club (Summer Season) Mon - Fri (Free Entrance) / Sat - Sun (With Fee)
- Air Conditioning / Heating - Residence, Apartments and Hotels
- Maid Service / Towel Change / Linen Change (Once Weekly) - Residence, Apartments and Hotels
- Washing Machine - Available in Apartments - Free of Charge
- Eco Tax of €0.50 per day to a max of €5 per stay/person for Host Families, Residence and Apartments
- Water & Electricity

# TEEN PACKAGE

## [ PROGRAMME + ACCOMMODATION ]



Programme + Accommodation		Programme Dates		€/Week per person
<b>Junior Camp</b> 9-13 years	SALINI RESORT (Quadruple Room/Full Board)****	EASTER	23/03/2024 - 06/04/2024	830
		SUMMER	18/05/2024 - 29/06/2024	930
			30/06/2024 - 27/07/2024	1030
			28/07/2024 - 01/09/2024	930
	AUTUMN	05/10/2024 - 02/11/2024	830	
<b>Teen Club</b> 14-17 years	SALINI RESORT (Quadruple Room/Full Board)****	EASTER	23/03/2024 - 06/04/2024	830
		SUMMER	18/05/2024 - 29/06/2024	930
			30/06/2024 - 27/07/2024	1030
			28/07/2024 - 01/09/2024	930
	AUTUMN	05/10/2024 - 02/11/2024	830	
<b>Host Family</b> 13-17 years	HOST FAMILY (Sharing/Full Board)****	EASTER	23/03/2024 - 06/04/2024	555
		SUMMER	18/05/2024 - 01/09/2024	655
		AUTUMN	05/10/2024 - 02/11/2024	555

Other Programmes		Programme Dates		€/Week per person
<b>Day Programme</b> (Mon-Fri) 9-17 years (Available at SALINI RESORT only) GE20 Course + Leisure + Hot Lunch		As per programme dates		470
<b>Young Adults***</b> 17-22 years NUMBER 11 HOTEL (Triple/Quadruple Room/ Half-Board)	EASTER	23/03/2024 - 06/04/2024	830	
		SUMMER	18/05/2024 - 29/06/2024	930
			30/06/2024 - 27/07/2024	1030
			28/07/2024 - 01/09/2024	930
	AUTUMN	02/09/2024 - 02/11/2024	830	
<b>Young Adults***</b> 17-22 years HOST FAMILY (Half-Board/Sharing)	EASTER	23/03/2024 - 06/04/2024	555	
		SUMMER	18/05/2024 - 01/09/2024	655
		AUTUMN	02/09/2024 - 02/11/2024	555

Family Pack**		Programme Dates		Adult €/Week	Child €/Week	Single Room Supplement** €/Week
<b>Salini Resort</b> **** (Salina Bay) Standard Room	Adults (Half-Board All Week)	23/03/2024 - 06/04/2024	745	830	300	
		18/05/2024 - 29/06/2024	845	930	350	
		30/06/2024 - 27/07/2024	885	1030	350	
	Teens & Juniors (Full Board Mon-Fri and Half-Board on Weekends)	28/07/2024 - 01/09/2024	845	930	350	
		05/10/2024 - 02/11/2024	745	830	300	

Course Upgrade Supplement Fees (To be added for courses other than General English 20/ only available to Teens and Young Adults)	€/Week
<b>General English 30</b> - 30 Group Lessons / week	95
<b>Intensive English</b> - 20 Group + 10 Private Lessons / week	360
<b>Semi-Intensive English</b> - Min. 2 Persons / week	165

Sports (Transport not included/Available to students residing at Salini Resort only)		€/ person
Padi Advanced Diving*	5 Sessions	14+ Years
Padi Open Water Diving*	9 Sessions	
Tennis		45 Per Hour

Other Fees		€
<b>Registration Fee</b>		50
<b>Insurance</b>		10 Per Week
<b>ESE Unaccompanied Minor</b>		25 Each Way
<b>Single Nationality in Room</b>		50 Per Week
<b>Room Change</b>		50
<b>Special Diet</b>		70 Per Week

What's Included	
	General English 20
	Accommodation As Booked
	Meet & Greet Airport Transfers by Coach/Mini Bus. Optional Private Taxi €30/Way.
	Welcome Evening
	Course Materials
	Course Certificate
	Welcome Pack
	24/7 Student Support & Welfare
	Free Wi-Fi At School & Hotels
	Free T-Shirt
	Beach Club (Summer Season) Mon-Fri (Free Entrance) Sat-Sun (With Fee).
	Leisure Programme Daily Activities except Sunday.
	Daily Transport Not available to Young Adults in Host Families

PLEASE NOTE	
*	Diving age is 14+ years and only available to students residing at Salini Resort.
**	This package applies to a family with a minimum of 3 persons otherwise single room supplement fees apply.
***	Minimum number of students in programme is 12 or students will join the adults programme.
****	Hot lunch (Mon-Fri) and Packed Lunch (Sat-Sun) at Salini Resort. Daily Packed Lunch at Host Family.

	Warning	Final Warning	Send Home
	Caution Student		
		Inform Agent/Parents	
Endangering Themselves or Others and/or Threatening Their Health, Safety or Comfort		1	2
Theft			1
Use of Illegal Drugs			1
Malicious Damage to Property and/or Violence		1	2
Behaviour Which Requires Police Action			1
Repeated Failure to Attend Academic Lessons.	1	2	

	Verbal Warning		
Missed Curfew Up to 30 Minutes Late			
Missed Curfew Over 30 Minutes Late	1	2	3

Smoking In School/Residence (Legal Age is 18 Years)	1	2	4
Drinking Alcohol	1	2	3

Excessive Alcohol Consumption			1
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Ignoring Group Leaders' Orders	1	2	3
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Showing Disrespect to Host Family/Authority	1	2	3
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Bothering/Disrespecting Other Students/Bullying	1	2	3
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## DISCIPLINARY GRID

The disciplinary grid refers to such behaviour and the course of action open to ESE in such cases. ESE reserves the right to expel and repatriate, at the cost of the parent/guardian/s, any student who, in the opinion of ESE, has behaved in an unacceptable manner.

## ROOM CHANGES

Sharing room information must be given to ESE at time of booking. Any changes requested whilst in Malta can be made if room is available and against a charge of €50.

## CURFEW TIMES

Junior Camp students are not allowed to go out alone at any time.

 14 years	 Every Day	Return to Residence/ Host Family by 23:00
	 Sunday - Thursday	Return to Residence/ Host Family by 00:00
 15-17 years	 Friday - Saturday	Return to Residence by 01:00



# GENERAL INFORMATION



## REFUNDABLE DEPOSIT

Adult Students staying at ESE Residences and Apartments must place a refundable deposit of €100 on arrival at this Residence. This deposit is refundable on departure but may be retained in part or in full to cover for any damage caused by the student.

ESE reserves the right to evict and/or suspend students from the accommodation and school if they fail to pay their deposit of €100 on check-in. In such an event ESE will not refund any monies for payment of accommodation and tuition fees.

## CUSTOMER CARE

ESE is committed to providing high quality English language courses to all students however should issues be experienced whilst attending an ESE course or package please inform us via email at [welfare@ese-edu.com](mailto:welfare@ese-edu.com) or in person at the ESE welfare office.

## HOUSE RULES IN BRIEF

### CHECK-IN / CHECK-OUT

Check-in is at 15:00

Check-out is at 11:00. Late check-outs need to be approved by Management and a minimum fee of €25 may apply.

### NOISE / DISTURBANCE

Parties and playing of loud music are not allowed in any Residence or Apartment.

Barbecues are not allowed in any Residence or Apartment or any external part of the building including the terraces/balconies.

Movement of furniture or fittings is not allowed nor are they to be moved between one Apartment and another.

## SMOKING

All Residences/Apartments are non-smoking buildings. Smoking is only allowed on external terraces/balconies. Residents or their guests found smoking indoors may be charged a fee of €100 per/person.

## GUESTS & OTHERS

Guests visiting students in Apartments are limited to ESE students ONLY and ONLY one guest student per resident. No guests are allowed after 11pm. A €50 charge applies per student in the apartment.

No guests are allowed in the ESE residence rooms.

## MAID SERVICE & CHANGES

### Apartments:

Maid service is provided once a week and includes linen and towel changes.

### Residences:

**ESE Residence** – The rooms are made up on weekdays and the linen and towels are changed twice a week.

Wet towels and dirty linen should be left in the bedroom and not placed in the hallway. Additional towel changes can be made for a fee of €5.

If rooms or apartments are left in an unacceptably dirty condition and require excessive cleaning the students staying in the apartment will be charged a minimum of €50. Extra hours will be charged at €25/hour. These fees must be paid prior to cleaning otherwise the apartment will not be cleaned.

Room changes can only be made by Management and a €50 fee/charge applies.

To view the complete House rules, kindly refer to: <https://ese-edu.com/house-rules/>

## PUBLIC HOLIDAYS

Lessons are held every week day except on Public Holidays. You are welcome to join any one of our courses which starts on Monday. If a Public Holiday falls on one of the days that you are here your lessons will be partially made up.

When the below Public Holidays fall on a weekday, school lessons will be made up as much as possible but not necessarily to the full. A member of our staff will inform you about any changes.

DATE	DAY	HOLIDAY
01 JAN	MON	New Year's Day
10 FEB	SUN	Feast of St Paul's Shipwreck
19 MAR	TUE	Feast of St Joseph
29 MAR	FRI	Good Friday
31 MAR	SUN	Freedom Day / Easter Sunday
01 MAY	MON	Workers' Day
07 JUN	FRI	Commemoration of 1919 Riot - "Sette Giugno"
29 JUN	SAT	Feast of St Peter and St Paul / "Mnarja"
15 AUG	THU	Feast of The Assumption of Our Lady - "Santa Marija"
08 SEP	SUN	Feast of Our Lady of Victories / Victory Day
21 SEP	SAT	Independence Day
08 DEC	SUN	Feast of The Immaculate Conception
13 DEC	MON	Republic Day
25 DEC	WED	Christmas Day

## IMPORTANT DOCUMENTS

You may download the Welcome Guide and other important forms from: [ese-edu.com/downloads/](https://ese-edu.com/downloads/)

# OTHER COURSES OFFERED AT CLARET GROUP SCHOOLS



## EXECUTIVE TRAINING INSTITUTE

[www.etimalta.com](http://www.etimalta.com)

### PROFESSIONAL ENGLISH & COMMUNICATION

Business Communication

General English 30+

Individual Training

Intercultural and Communication Skills

Fluent English

English for Specific Purposes

### TEACHER TRAINING COURSES

English Language Training

ICT Skills and Technology Enhanced Learning

Language Teaching Methodology – Refresher Courses for Secondary and Higher Levels Teaching

Train the Trainer

Certificate in International Business English Training (Cert IBET)

CLIL – Content and Language Integrated Learning Courses

Language Teaching Methodology for Primary Level Teaching

Professional Development Courses



## YORK ASSOCIATES

[www.york-associates.co.uk](http://www.york-associates.co.uk)

### PROFESSIONAL ENGLISH & COMMUNICATION

Business Communication

Effective International Communication

English for Specific Purposes (ESP)

English for Young Professionals

Exam Preparation Courses

Fluent English

In-Country Professional and Communication Skills

Individual Training

Management English Masterclass

Work Placement including BEC Preparation and Exam

### INTERNATIONAL TEAM & LEADERSHIP

Communicating in Virtual Teams (ILM endorsed)

Developing People Internationally (ILM endorsed)

Situational Leadership in the Defense Sector

Working in International Projects (ILM endorsed)

### TEACHER TRAINING COURSES

Empowerment in ICT Skills

Executive Coaching and Mentoring (ILM Levels 3, 5 and 7)

Intercultural Skills Training

International Certificate in Business English Training (Cert IBET)

Language Teaching Methodology

Special Education Needs (SEN)

Technical English



## ENGLISH IN YORK

[www.english-in-york.co.uk](http://www.english-in-york.co.uk)

### COURSE

General English 20

General English 35

General English Individual

English & Culture for 50 PLUS **NEW**

IELTS Exam Preparation Intensive **NEW**

IELTS 30 Intensive (IELTS-only group courses) **NEW**

Business English Communication **NEW**

Intensive York Course (IYC) **NEW**

Closed Groups

MEMBERS OF



Contact us for more information:

[study@ese-edu.com](mailto:study@ese-edu.com)



# TERMS AND CONDITIONS



## REGISTRATION AND CONFIRMATION PROCEDURES FOR ESE LANGUAGE PROGRAMMES

(except the ESE International Foundation Year Diploma)

The digital ESE Enrolment Form is to be completed and electronically signed by the client and in the case of a non-adult students by parent or guardian. If you have booked a Course and Accommodation package, we will reply to you with confirmation depending on availability of the choice of accommodation within two working days from receipt of the Enrolment Form. The flight details, including arrival and departure times, should be disclosed in full where airport transfers are selected or as included in the Course and Accommodation package. If the flight details are not disclosed, including the arrival and departure times, ESE will not be held responsible for airport transfers and any consequent delays, loss of flights or any other expenses incurred including payment of alternative transport and/or travel arrangements, or Course and/or Accommodation commitments. All flight tickets and/or travel insurance purchased through ESE must be paid in full immediately upon confirmation and acceptance of flights and/or travel insurance. Please see payment details below in "Payment of Fees" section below:

### Fees

- Course Registration Fee: €50
- Accommodation Placement Fee (adult bookings) – €30
- Accommodation Services Fee : €25/week (ESE Residence & ESE Self-Catering Apartments)
- First Course Book Fee (adult bookings) – €30
- Accommodation Change Fee – €50
- Insurance Fee – €10 per week

### Confirmation

Subject to availability ESE will issue a Confirmation Letter, a Proforma Invoice and a Letter of Acceptance (where an entry Visa application is required) within two working days from receipt of the Enrolment Form.

Payment in full of the total invoice must be paid at least two (2) weeks prior to the student arrival date. If the Enrolment Form date is less than two (2) weeks prior to the student arrival date, the full amount of the Invoice must be paid immediately. Failure to do so will render the aforementioned Confirmation Letter and Letter of Acceptance null and void.

ESE will only issue Flights and Travel Insurance upon receipt of payment.

## CANCELLATION POLICY FOR ESE LANGUAGE PROGRAMMES

(except the ESE International Foundation Diploma)

Cancellations of bookings must be received by ESE in

writing and are subject to the following Cancellation Fees and terms:

- **More than 7 days prior to arrival date:** 150 euro Administration fee, plus any flight charges and Travel Insurance.
- **Between 1-7 days prior to arrival date:** 1 week tuition and accommodation fees, plus registration fee, accommodation placement fee, flight ticket and travel insurance
- **For no-shows, or cancellation or shortening of the course after arrival date:** no refund of any fees. Postponement of any booking is subject to an administration fee of Euro 150. Postponement must be done more than 7 days before arrival.

### Other Terms:

For the avoidance of doubt, any partial week is considered as a whole week, if and where applicable.

All cancellation charges are non-transferable.

### Special Offers:

All students booked on a Special Offer will be subject to the specific Terms & Conditions of that Special Offer.

### Visa Refusal (important notice)

If an Entry Visa is required but is not granted, you must advise ESE immediately together with a copy of the visa refusal document within 3 days of refusal notice. A visa refusal is considered a cancellation of booking and therefore cancellation policy and terms apply as above. Should the student request new visa documents to reapply for a visa, appeal or extend their stay, a non-refundable fee of 50 euro is applicable.

## APPLICATION, REGISTRATION AND CONFIRMATION FOR ESE INTERNATIONAL FOUNDATION DIPLOMA ONLY

### Application & Registration

**Step 1:** Students interested in the ESE International Foundation Diploma course are required to fill in the appropriate Application Form together with a non-refundable Application fee of EUR 145. The application should include required documents (copy of passport, evidence of English language level reached which is a minimum of IELTS 4.5 or a score of 45 or higher in the NCC Education Standard English Placement Test, and High School certificate) and emailed to ESE, at [admissions@ese-edu.com](mailto:admissions@ese-edu.com). Students without the required level of English will be required to attend a pre-session English course to attain the required level of IELTS 4.5 or 45 in NCC Education Standard English Placement Test.

**Step 2:** If the student's application is approved ESE will issue a Provisional Letter of Acceptance and an invoice for the non-refundable Registration Fee of EUR 450.

**Step 3:** On receipt of the non-refundable Registration Fee of EUR 450, ESE will issue an invoice for the course and accommodation as booked and a conditional Letter of Acceptance by a university (if applicable).

Confirmation Payment in full must be made upon acceptance of ESE's offer of a place on the International Foundation Diploma. On receipt of payment of fees ESE will issue a Letter of Acceptance and a receipt of payment which may be used for entry Visa applications (if applicable).

## CANCELLATION FEES & POLICY FOR ESE INTERNATIONAL FOUNDATION YEAR (IFY) ONLY

### Cancellations due to Visa Problems:

Cancellations for the International Foundation Diploma must be made in writing and emailed to [admissions@ese-edu.com](mailto:admissions@ese-edu.com) within three (3) days of the date on the refusal document sent by the issuing Embassy/authorities. If the entry Visa to Malta is refused, ESE will refund the course fees only. Refunds will only be made when official evidence of Visa refusal is provided.

### For No-shows, or Cancellation or Shortening of a Course:

If students fail to arrive or are absent during their course, no refunds of course fees will be granted. Periods of absence may not be made up with a free extension at the end of the course. In the case of students being granted an entry Visa, non-arrivals, late arrivals and periods of absence will be reported to Immigration authorities.

**For all other reasons, cancellation must be made in writing and is subject to cancellation fees as follows:**

- **Between 1-21 days prior to arrival date:** 4 week tuition and accommodation fees, flight charges (if applicable) and Travel Insurance (if applicable).
- **For no-shows, or cancellation or shortening of the course after arrival date:** no refund of any fees. In the event that, between 14 and 21 days before the course start date, the entry Visa application approval is still pending, students may opt to defer their course start date to the next for a deferment fee of EUR 145. On confirmation of Visa approval, cancellation policies above apply.

## ALL STUDENTS

### Refunds

Refunds, if any, and as much as possible, are made in the same manner as the payment to ESE was made and to the person who made the payment to ESE. Therefore, if the method of payment is made via a credit card then the refund will be made via the same credit card to the same credit card holder, and if the

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method of payment is made by bank transfer then the refund will be made to the same bank account from which the payment was made. Any bank or credit card charges incurred by ESE for refunds will be deducted from the amount refunded.

## ACCOMMODATION

ESE offers adult students a range of accommodation options as follows: Host Family, ESE Residences, Apartments and Hotels.

Host Families, Apartments and Residences are available on a sharing room or single room basis on which a Single Room Supplement fee applies.

Adult students may only select Shared Room Accommodation in the ESE Residence or Hotels if booking the room with a friend/relative/partner, otherwise Hotel Regulations apply; i.e. when a person selects a room but is alone in the room the Single Room Supplement fee applies.

Students staying at host families and requesting a special diet of any kind, such as coeliac, must pay a supplement fee as published in the Price List.

All students must follow the relevant House Rules as per accommodation option. Please download the ESE House Rules for all details.

All students staying at Residences and Apartments must pay a deposit of EUR 100 in cash on check-in, prior to the start of the course. Students who do not pay the deposit will not be allowed into class. The deposit may be refunded in full or in part, on check-out providing that there are no pending charges incurred by the student and / or that the student is not responsible for any damage of any nature, including but not limited to furnishings, equipment and fittings while staying at ESE accommodation. Students must pay before check-out any and all pending charges exceeding their deposit.

Students will not be allowed to enter class unless the said deposit is paid. ESE reserves the right to evict and/or suspend students from the accommodation and school if they fail to pay their deposit of EUR 100 on check-in. In such an event ESE will not refund any monies for payment of accommodation and tuition fees.

ESE reserves the right to charge for any additional VAT and other Government imposed taxes registered after students' booking is confirmed.

## Accommodation Services Fee

ESE reserves the right to change (increase or decrease) the Accommodation Services Fee at any time.

## TRAVEL INSURANCE

ESE requires that all students purchase **Guard.me** travel, health and cancellation insurance which includes coverage for medical and repatriation costs in case of accidents or sickness. **Guard Me** Insurance, offered by ESE, covers all nationalities and study

trips and is recognised by private hospitals in Malta.

## PAYMENT OF FEES

ESE reserves the right not to accept any students if payment for bookings of the said students has not been received by ESE in full prior to the students' course start date. Payment of fees can be made by any of the following two methods:

### By Credit Card:

Payment made online by credit card (Visa or Mastercard) is subject to a fee of three and a half percent (3.5%) on the amount charged to the credit card if paid by the AGENT. Details of the online link to be issued by the Accounts Department of ESE.

### By Bank Transfer:

Our bank details are:

#### Account Holder:

European School of English Ltd

#### Bank Name:

HSBC Bank Malta plc

#### Branch address:

High Street, Sliema, SLM 1549, MALTA

#### Bank Swift Code:

MMEBMTMT

#### Account No:

006 - 074413 - 451

#### IBAN:

MT28MMEB4406000000006074413451

When effecting payment by bank transfer please write the student's name in full as a reference and kindly email a copy of the bank payment form to ESE. Any bank charges incurred when paying by Bank Transfer are to be paid by the student/agent.

## PUBLIC HOLIDAYS

When public holidays fall on a weekday, English language lessons will be made up as much as possible but not necessarily to the full.

Lessons of the International Foundation Diploma which fall on a Public Holiday are not made up.

## REDUCTION OF LESSONS

The duration of each lesson is 45 minutes. If only one or two students are participating at any one particular level, the number of lessons of that level will be reduced as follows:

- **General English 20 or Miniclass 20:** from 20 group lessons to 15 semi/private lessons
- **General English 30 or Miniclass 30:** from 30 group lessons to 20 semi/private lessons
- **Business English:** from 20 group lessons to 15 semi/private lessons.

## COMPLAINTS

ESE should be made aware of any complaint or issue experienced by any student while the student is attending an ESE Course and / or staying in any ESE

accommodation. Complaints must be made either via email to [welfare@ese-edu.com](mailto:welfare@ese-edu.com) or in person at the ESE Welfare office. ESE will not accept any complaints from students / agents / parents or legal guardians after students' departure from ESE and will not be held liable for any compensation on any complaint received after the students' departure.

## LANGUAGE LEVELS AND EXAM PREPARATION COURSES

Exam Preparation courses are offered at different levels depending on the level of the student. ESE reserves the right to refuse any student admittance to any examination preparation course if they feel the student's level, at entry to the examination preparation course, is below the required standard for the student to study and prepare for the examination.

## LANGUAGE LEVELS AND THE ESE INTERNATIONAL FOUNDATION DIPLOMA ONLY

For admission onto the ESE International Foundation Diploma, students must have a minimum B1/ Intermediate level of English substantiated by either IELTS 4.5 or 45 in the NCC Education Standard English Placement Test. Students are required to fill in the specific Enrolment form found on the ESE website at <https://ese-edu.com/english-courses/academic-programmes/international-foundation-year/> and submit together with all required documents. Students who do not have either an IELTS 4.5 or 45 in the NCC Education Standard English Placement Test, but have an equivalent score in another internationally recognised exam such as TOEFL or TOEIC, will be interviewed online before being conditionally accepted on the programme and will be required to sit for either an IELTS exam or the NCC Education Standard English Placement Test in their country (if available,) or in Malta, before the course start date. Students who are found not to be at the required B1/Intermediate level of English may have to extend their programme to achieve a 4.5 IELTS or 45 in the NCC Education Standard English Placement Test at ESE at an extra cost. In such an event ESE will issue a Conditional Letter and students may opt to defer their course start date to the next for a Deferment fee of EUR 145. ESE reserves the right to refuse any applicant who does not meet the programme entry requirements.

## ESE ATTENDANCE POLICY

Regular and punctual attendance is important for students to reach their desired language learning goals. Attendance is noted on a lesson by lesson basis and unless students have a good reason to be absent. Appropriate documentation as proof of excused absence must be provided. Students must have a minimum overall 80% attendance for the

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duration of their studies to receive an end-of-course certificate of attendance.

## JUNIOR PACKAGES

For any unaccompanied minors aged between 9 and 12, an ESE representative is required to remain at the airport until check-in. A charge of EUR 25 shall apply in such cases. All ESE Junior Programmes do not include 24-hour supervision. However, Welfare Officers and Leisure Group Leaders are accessible to all students on a 24 hours / 7-day Week basis.

The parents or legal guardians of teen and junior students enrolled on an ESE Junior or Teen package agree and accept that ESE or its Directors or staff cannot be held liable or responsible for any injury, loss or damage, or any other liability or claim for damages in respect of any student that attends a non-ESE organised activity or programme or, who do not comply with the ESE Terms & Conditions and other written policies including the ESE Rules & Regulations as printed in the ESE Welcome Guide. The ESE Welcome Guide is available online for all students enrolled in a course at ESE and parents and legal guardians should download it from the ESE website at: <https://ese-edu.com/download-a-brochure/> and read and accept the foregoing prior to their child's arrival in Malta.

All parents or legal guardians of all teen and junior students must complete the ESE Consent Form and submit a soft copy to ESE Reservations together with their enrolment form.

## FORCE MAJEURE

ESE will not be responsible for any failure to comply with any obligation and will not be liable for payment of compensation if the failure is occasioned by any cause beyond ESE's reasonable control. ESE shall not be responsible for any costs incurred by or on behalf of any student caused by force majeure. Such cause may include but not limited to, war, riots, fire, flood, hurricane, earthquake, lightning, explosion, strikes, lockouts, lockdowns, slowdowns, virus, pandemics, epidemics, or other health emergency, prolonged shortage of energy supplies, and acts of state or governmental action prohibiting or impeding ESE from performing its respective obligations.

## ESE BEACH CLUB

The ESE Beach Club is seasonal. All packages (except Course Only and Accommodation Only) include free entrance to the Beach Club. On weekends and on public holidays, the Beach Club is only available against payment at a discounted entrance fee. Other restrictions apply.

## LIABILITY

The Directors, management and staff of ESE are not liable for personal accident and/or the theft, loss or

damage of personal property belonging to clients. Whilst ESE endeavours to provide assistance to its clients at all times, the Directors, management and staff of ESE are not liable for decisions taken by the local authorities. This would also include any procedures and decisions regarding entry visas or visa extensions. Moreover, while ESE undertakes to provide reasonable care to all persons while they are within all premises operated by ESE and/or on any ESE organised activities, ESE disclaims any responsibility in respect of all persons. Notwithstanding the above, the maximum liability shall be bound by the net amount paid by the client.

## GENERAL CONDITIONS

ESE reserves the right to be fully reimbursed for any medical or related costs it may incur on behalf of any student who requires urgent medical attention in Malta and to immediately repatriate, at the student's expense, any student who suffers from a serious medical or psychological condition.

ESE reserves the right to change lesson times at its discretion and use classrooms in alternative premises. Students may need to purchase additional course books as they move up to a higher course level.

ESE reserves the right to alter any service, description and fee without notice provided that any substitute offered is at least of the same standard, contents and classification as the one offered originally.

ESE reserves the right to offer alternative accommodation from that booked as long as the level of accommodation is of equal or higher standards.

ESE reserves the right to expel/repatriate any person that in the opinion of ESE has behaved in an unacceptable manner including but not limited to possession or consumption of any illegal drugs and/or alcohol, malicious damage to property, any behaviour that endangers or impairs the health, safety or comfort of other persons using the same services, breaking of local law/s and/or not adhering to curfew times, and/or not following House Rules. Students who require a study visa must attend lessons as booked and ESE is obliged to report to the Visa Unit any student who repeatedly fails to attend lessons. Consequently, such students may be expelled from ESE. Such expulsion/repatriations will be at the full expense of the client and no refunds will be considered and ESE reserves the right to charge an administration fee of EUR 150 for any such expulsion/repatriation. Any damage to, or loss of, ESE or third-party property must be paid by the student before departure.

ESE Terms and Conditions, the ESE Rules and Regulations and relevant House Rules contained in

the Welcome Guide (please refer to our downloads page for more details) and any other policies which may be issued by ESE from time to time are applicable to all agents and students.

ESE reserves the right to amend these Terms & Conditions and which Terms & Conditions are applicable after amendment.

ESE values your privacy. ESE manages and processes data in accordance with the General Data Protection Regulation. In enrolling with ESE, the applicant consents to and authorises ESE to process any personal data in accordance with the General Data Protection Regulation and any other applicable laws and to transfer/disclose such data to other companies within the ESE group of companies as deemed necessary for the successful provision of the services enrolled for and any purpose associated thereto.

For further details on such purposes and your rights in relation to data protection, please view the following link: <https://ese-edu.com/privacy-policy/>.

## JURISDICTION

If for any reason any dispute arises between either the student or agent or both or any entity and ESE then resolution of such a dispute is subject to the laws of the Republic of Malta and the jurisdiction of the Maltese Courts.



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