

# French courses for companies

## Private tuition (fees per hour of tuition) - Monday to Friday

**Classes are a minimum of 90 minutes.**

A one-to-one course with one of our tutors, with a programme designed and adapted for you according to your personal and/or professional objectives. The professionalism of your teacher and the exclusive attention he/she will give you will enable you to make quick progress.

**Excellent courses for busy people who need to learn or improve fast.**

	Institut Français			At your office		
	15-29hours	30-79hours*	80hours and +**	15-29hours	30-79hours*	80hours and +**
General French	£48.00/h	£46.00/h	£44.00/h	£51.00/h	£49.00/h	£47.00/h
Specialized French	£52.00/h	£50.00/h	£48.00/h	£58.00/h	£55.00/h	£53.00/h

\* 30 hours or more taken at one time and per person

\*\*80 hours or more taken at one time and per person

## Group courses (fees per hour of tuition) - Monday to Friday

**Classes are a minimum of 90 minutes.**

Maximum 8 people per group with the same linguistic level.

**Ideal for participants who wish to improve their general communication skills in French.**

	Institut Français			At your office		
	15-29hours	30-79hours*	80hours and +**	15-29hours	30-79hours*	80hours and +**
General French	£54.00/h	£52.00/h	£50.00/h	£55.00/h	£53.00/h	£51.00/h
Specialized French	£61.00/h	£58.00/h	£55.00/h	£63.00/h	£60.00/h	£57.00/h

\* 30 hours or more taken at one time and per group

\*\*80 hours or more taken at one time and per group

## Immersion courses - Monday to Friday

**30 hours over 5 consecutive days at the Institut Français.**

The immersion programme has been devised for those wishing to brush up their French in a unique French-speaking environment. For 5 consecutive days you will receive individual attention from one of our French teachers on a one-to-one basis.

	Private tuition
General French	£1,440.00
Specialized French	£1,560.00

## Supplement for Saturday classes

For any queries, please contact Ms Cecile Guillausseau (020.7581.1069)



**For terms and conditions**

## ASE NOTE THAT:

- Fees are effective from 01/01/09.
- Fees are payable in advance. They are not subject to V.A.T.
- Fees are exclusive of books (except where otherwise indicated).
- A free evaluation is provided at the Institut Français to help you decide which is the best course of action for you or your company.
- All tailor-made courses are for a minimum of 15 hours' tuition (10 sessions of 90'). Requests for shorter courses will be considered on an individual basis and a set surcharge of £100 will be applied to cover administrative costs.
- Full payment must be received at least 48 hours before the first class is due to be held. In some cases, a signed purchase-order might be deemed acceptable. We reserve the right to cancel the first lesson if payment has not been made in due time.
- Policy for cancellation/change in course timetable: tailor-made courses aim to provide top quality instruction at times and dates chosen by you. However, should unforeseen circumstances arise, further flexibility is provided by permitting a limited number of changes in your schedule without extra cost a maximum of 40% of your total number of hours will apply - ie a maximum of 4 changes for a typical 10-classes contract, providing written notification is received by the corporate training department, Language Centre, Institut Français, 14 Cromwell Place, London SW7 2JR at least 2 working days beforehand (Monday 9am to Friday 2pm).
- Transport is payable by the client only outside zone 2 of the London Underground tube system.
- For classes of more than 8 students, an additional charge of £2 will be added to our hourly rate.