

School Rules of Brun Language School

The following rules apply to all language lessons taught in Brun Language School (BLS).

1. FEES

1-1. Admission

There is no admission fee. Teacher and student decide together on which textbook to use. Some textbooks can be purchased from the BLStore (Brun Language School's bookstore).

1-2. Lesson fee

Lesson fee is paid by ticket cards. The ticket cards can be purchased at the school.

① Private Lesson

- "Ticcarte 10" (valid for 3 months) : **¥ 30,000 / 10 hours**
- "Ticcarte 6" (valid for 1 year) : **¥ 20,000 / 6 hours**

② Group Lesson (maximum 4 students)

- "Ticcarte Pair" (valid for 1 year) : **¥ 10,000 / 4 hours** (for each student)
"Ticcarte Pair" can be used for private lessons, with an additional ¥1,500 / 1 hour per student.

- * **Ticket cards are non-refundable and non-transferable for any reason if it cannot be used within the valid period.**
- * The last 5 minutes of the lesson is used for homework explanation and reservation confirmation.
- * Students are allowed to choose different teachers for each lesson.
- * If you would like to arrange lessons for students under 6 years old, please consult with our staff.

1-3. Payment methods

We accept payment in cash or bank transfer in advance.

- Bank name: Sumitomo mitsui banking corporation Umeda Branch
- Account number: 8781387
- Account name: Brun furansugo Brun Remi

2. BOOKING SYSTEM

2-1. How to book a lesson

You can make lesson appointments with your teacher/staff at the end of each lesson. You can also email or call us to book a lesson. In the case of email or phone calls, our staff will send you email to confirm the appointment.

2-2. Lesson change or cancellation

1. If you book less than **1.5 hours per day**, please contact us **at least 24 hours** before the lesson starts. You can change or cancel your lesson free of charge.
2. If you book more than **1.5 hours per day**, please contact us **at least 7 days** in advance and you can change or cancel for free. If you contact us **at least 24 hours** before the lesson starts, you can change or cancel your lesson free of charge for **1 hour**. The rest of the lesson will be charged.

Note: For any change or cancellation request made in less than 24 hours before the lesson starts, full lesson fee will be charged as cancellation fee.

2-3. Lesson change or cancellation in case of emergency

If a storm warning or heavy rain warning is issued in Osaka City by the Japan Meteorological Agency, all lessons will be canceled free of charge. The same applies if such a warning is issued in your area (please contact us as soon as possible) or in the areas where BLS staff lives (we will contact you). In addition, students will be contacted if classes are canceled or changed due to natural disasters such as earthquakes.

3. USE OF BLS LIBRARY

You can borrow one book or one DVD from the school library for 2 weeks.

You cannot borrow right after a trial lesson.

Do you agree with our rules?

Yes, I agree.

Signature

day month year