



**PRICE
LIST
2017**



Course Price List - 2017 Short Stays (1 to 7 Weeks)

ADULTS

All Prices are in Euros (€) and per Person per Week
Each Lesson = 45 Minutes

| COURSE | DESCRIPTION |
|------------------------------------|--|
| General English Courses | |
| ACE Group 20 | 20 General English Group Lessons |
| ACE Group 30 | ACE Group 20 + 10 Group Conversation Classes |
| ACE Combination 30 | ACE Group 20 + 10 Private 1 to 1 Lessons |
| ACE Combination 40 | ACE Group 20 + 20 Private 1 to 1 Lessons |
| ACE Mini 20 | Maximum of 6 Students per Class |
| ACE Conversation 10 | Group Conversation Classes (Afternoon Only) |
| ACE Personalised 10 / 20 / 30 / 40 | 1 to 1 Private Lessons |

| Business English Courses | |
|---------------------------------|---|
| ACE Business 20 | 20 Business English Group Lessons |
| ACE Business 30 | 30 Business English Group Lessons |
| ACE Business 40 | 40 Business English Group Lessons |
| ACE Business Combination 30 | ACE Business 20 + 10 Private 1 to 1 Lessons |
| ACE Business Combination 40 | ACE Business 20 + 20 Private 1 to 1 Lessons |
| ACE Business Communication 10 | Fluency & Writing Communication Skills |

| Exam Preparation Courses | |
|---|--|
| Cambridge ESOL (KET, PET, FCE, CAE, CPE) - 8 Weeks | |
| Cambridge ESOL (KET, PET, FCE, CAE, CPE) - 4 Weeks - July/August (Afternoon Only) | |
| IELTS - 6 Weeks Minimum | |
| TOEFL - 6 Weeks Minimum | |

| ACE Academic Course (24 Weeks) |
|--|
| 16 Weeks of ACE Group 30 + 8 Weeks of IELTS Preparation 30 |

| ACE Plus Courses (Supplement added to General English, Mini & Business Courses) |
|--|
| Academic, Architecture & Civil Engineering, Art & Design, Aviation, Creative Writing, Finance, Historical & Cultural Engagement, Hospitality, Law, Maritime, Medicine, Photography, Travel & Tourism |

| Teacher Training Group Courses (Erasmus+ Funding Available) | |
|--|---|
| Practical Methodology - Primary | Review & Refresh Modern Teaching Strategies |
| Practical Methodology - Secondary | Review & Refresh Modern Teaching Strategies |
| Practical Methodology - Dyslexia | Ideas to Facilitate Learning for Dyslexics |
| Practical Methodology - IWB | Hands-On Interactive Whiteboard Training |
| Practical Methodology - TEFL | Teaching English as a Foreign Language |
| Practical Methodology - ICT | Technologically Enhanced Learning |

| Other Fees | |
|---|--|
| School Registration | |
| Airport Return Transfers (Obligatory when booking Apartment or Host Family Accommodation) | |
| Visa Letter Administration | |
| International Medical & Financial Insurance (Optional) | |

Rates Include: Course as booked | Course Materials | Course Certificate | Free Weekly Group Conversation Class (October to June) | Monthly Progress Test | Monthly Individual Academic Assessment | 24/7 Welfare Assistance | Welcome Pack | Student Card | Free SIM Card | Free WiFi (School & Apartments Only) | School Internet Café | Weekly Student Welcome Party | Online Placement Test | Europass Mobility Certificate (Optional for General English - €15.00).

| LESSONS PER WEEK | | | | | | | |
|------------------|------|-----|------|-----|------|-----|------|
| 10 | | 20 | | 30 | | 40 | |
| Low | High | Low | High | Low | High | Low | High |
| | | 150 | 200 | | | | |
| | | | | 230 | 280 | | |
| | | | | 385 | 435 | | |
| | | | | | | 620 | 670 |
| | | 235 | 285 | | | | |
| | 80 | | | | | | |
| 240 | 290 | 470 | 520 | 700 | 750 | 930 | 980 |

| | | | | | | | |
|-----|--|-----|-----|-----|-----|-----|-----|
| | | 280 | 330 | | | | |
| | | | | 420 | 470 | | |
| | | | | | | 560 | 610 |
| | | | | 515 | 565 | | |
| | | | | | | 750 | 800 |
| 100 | | | | | | | |

| | | | | | | | |
|--|--|-----|--|-----|-----|--|--|
| | | | | 280 | | | |
| | | 240 | | | | | |
| | | | | 250 | 300 | | |
| | | | | 250 | 300 | | |

| | | | | | | | |
|--|--|--|--|-----|--|--|--|
| | | | | 115 | | | |
|--|--|--|--|-----|--|--|--|

| | | | | | | | |
|-----|--|--|--|--|--|--|--|
| 275 | | | | | | | |
|-----|--|--|--|--|--|--|--|

| | | | | | | | |
|--|--|--|--|-----|-----|--|--|
| | | | | 400 | 450 | | |
| | | | | 400 | 450 | | |
| | | | | 400 | 450 | | |
| | | | | 400 | 450 | | |
| | | | | 400 | 450 | | |
| | | | | 400 | 450 | | |

| | | | | | | | |
|--|--|--|--|-----------------|--|--|--|
| | | | | 45 | | | |
| | | | | 50 | | | |
| | | | | 40 | | | |
| | | | | From 8 per Week | | | |

HIGH SEASON
11TH JUNE TO 24TH SEPTEMBER



Course Price List - 2017 Long Stays (8 Weeks & Over)

ADULTS

All Prices are in Euros (€) and per Person per Week
Each Lesson = 45 Minutes

SPECIAL LONG STAY OFFER - NO HIGH SEASON SUPPLEMENT

| General English Courses | |
|----------------------------|--|
| From 8 to 11 Weeks | |
| ACE Group 20 | 20 General English Group Lessons |
| ACE Group 30 | ACE Group 20 + 10 Group Conversation Classes |
| From 12 to 15 Weeks | |
| ACE Group 20 | 20 General English Group Lessons |
| ACE Group 30 | ACE Group 20 + 10 Group Conversation Classes |
| From 16 to 19 Weeks | |
| ACE Group 20 | 20 General English Group Lessons |
| ACE Group 30 | ACE Group 20 + 10 Group Conversation Classes |
| From 20 to 23 Weeks | |
| ACE Group 20 | 20 General English Group Lessons |
| ACE Group 30 | ACE Group 20 + 10 Group Conversation Classes |
| From 24 Weeks + | |
| ACE Group 20 | 20 General English Group Lessons |
| ACE Group 30 | ACE Group 20 + 10 Group Conversation Classes |

| LESSONS PER WEEK | | | |
|------------------|------|-----|------|
| 20 | | 30 | |
| Low | High | Low | High |
| 115 | | | |
| | | 165 | |

| | | | |
|-----|--|-----|--|
| 110 | | | |
| | | 160 | |

| | | | |
|-----|--|-----|--|
| 105 | | | |
| | | 155 | |

| | | | |
|-----|--|-----|--|
| 100 | | | |
| | | 150 | |

| | | | |
|----|--|-----|--|
| 95 | | | |
| | | 145 | |

Rates Include: Course as booked | Course Materials | Course Certificate | Free Weekly Group Conversation Class (October to June) | Monthly Progress Test | Monthly Individual Academic Assessment | 24/7 Welfare Assistance | Welcome Pack | Student Card | Free SIM Card | Free WiFi (School & Apartments Only) | School Internet Café | Weekly Student Welcome Party | Online Placement Test.



Long Stay Package Offers - 2017 Sample Bookings of 8 Weeks & Over

| Number of Weeks |
|--|
| 8 Weeks |
| 12 Weeks |
| 16 Weeks |
| 20 Weeks |
| 24 Weeks |
| Return Airport Transfers |
| School Registration Fee |
| Weekly Supplements |
| Upgrade to ACE Group 30 Course |
| Upgrade to Exam Preparation Course |
| Upgrade to Single Room in Superior or Standard Apartment |
| Upgrade to Single Room with Private Bathroom in Superior or Standard Apartment |
| Upgrade to Single Room in Host Family |
| Upgrade to Single Room with Private Bathroom in Host Family |
| High Season Supplement in Accommodation Only from 8 to 23 Weeks |

HIGH SEASON 11TH JUNE TO 24TH SEPTEMBER

| Course Only ACE Grp 20 | Course + Superior Apt. (Twin Room) | Course + Standard Apt. (Twin Room) | Course + Host Family (Twin Room) |
|---------------------------|--|--|--|
| 965 | 2135 | 1975 | 2295 |
| 1365 | 3095 | 2855 | 3335 |
| 1725 | 4015 | 3695 | 4335 |
| 2045 | 4895 | 4495 | 5295 |
| 2325 | 5735 | 5255 | 6215 |
| N/A | Included | | |
| Included | | | |

| | | | |
|----|-----|-----|----|
| 50 | 50 | 50 | 50 |
| 70 | 70 | 70 | 70 |
| | 80 | 80 | |
| | 100 | 100 | |
| | | | 60 |
| | | | 80 |
| | 50 | 50 | 50 |

NO HIGH SEASON SUPPLEMENT ON ACCOMMODATION OF 24 WEEKS AND OVER

Rates Include: ACE Group 20 Course | School Registration Fee | Airport Return Transfers | Course Materials | Course Certificate | Free Weekly Group Conversation Class (October to June) | Monthly Progress Test | Monthly Individual Academic Assessment | 24/7 Welfare Assistance | Welcome Pack | Student Card | Free SIM Card | Free WiFi (School & Apartments Only) | School Internet Café | Weekly Student Welcome Party | Online Placement Test.

- If necessary, students may be requested to change accommodation to a similar or better type during their stay.
- Courses of between 8 and 23 weeks are allowed a 2 week Holiday Break and courses of between 24 and 52 weeks are allowed a 4 week Holiday Break.
- Students may extend their tuition course to accommodate their Holiday Break free of charge. Students may extend their accommodation subject to availability and by paying the brochure rate at the time.
- A breakdown of the package prices (course / accommodation / registration fee / transfers) can be provided on request but package components cannot be sold separately.



Accommodation Price List - 2017

Short Stays (1 to 7 Weeks)

ADULTS

All Prices are in Euros (€) and per Person per Week

| Apartments |
|---|
| ACE Superior (3/4 Bedrooms sleeping 2/3 per Room) - Less than 10 minutes walk to school |
| ACE Standard (3/4 Bedrooms sleeping 2/3 per Room) |
| Supplement for Private Bathroom |

- All apartments are fully-furnished and include living/kitchen/dining area, cable TV, free Wi-Fi (in living area), fans (in summer), heaters (in winter), bed linen and towels. Apartments are cleaned and linen & towels are changed once a week.

- All students must follow and obey the apartment Rules and Regulations. A refundable damage deposit of €100.00 (cash) is required from every student. This must be paid at school reception on the first day of school and will be returned on the last day pending any issues relating to the apartment.

| Twin/Triple Room | | Single Room | |
|------------------|------|-------------|------|
| Low | High | Low | High |
| 180 | 230 | 280 | 330 |
| 160 | 210 | 260 | 310 |
| 60 | 100 | 60 | 100 |

| Host Family |
|--|
| Host Family on Half Board (Breakfast & Dinner) |
| Supplement for Private Bathroom |

| Twin/Triple Room | | Single Room | |
|------------------|------|-------------|------|
| Low | High | Low | High |
| 180 | 230 | 240 | 330 |
| N/A | | 80 | 100 |

- Any student that books apartment or host family accommodation must also book return airport taxi transfers as they must collect the keys from our driver on arrival and return the keys to our driver on departure.

| Student Hostel |
|---|
| Multi-Sharing Rooms including Snack Breakfast |

| Sharing Room | | Single Room | |
|--------------|------|-------------|------|
| Low | High | Low | High |
| 100 | 180 | N/A | |

| Hotels |
|--|
| Intercontinental Malta (5*) B & B |
| Marina Hotel Corinthia Beach Resort (4*) B & B |
| be.HOTEL Malta Studios (4*) S/C |
| be.HOTEL Malta (4*) B & B |
| Alexandra Hotel (3*) B & B |

| Low Season | | Mid Season | | High Season | |
|------------|--------|------------|--------|-------------|--------|
| Twin | Single | Twin | Single | Twin | Single |
| 500 | 1000 | 750 | 1500 | 950 | 1900 |
| 580 | 970 | 700 | 1300 | 900 | 1800 |
| 310 | 620 | 480 | 950 | 630 | 1250 |
| 270 | 420 | 400 | 690 | 510 | 830 |
| 200 | 370 | 310 | 550 | 470 | 780 |

- Rates over Christmas, New Year and Easter vary and are available on request.
- Triple and quadruple rooms could be available. Prices are available on request.
- Twin rates are only applicable when 2 students travel together.
- When a single student is booked alone in a double room the single room price shall apply.

Low Season: 01/01 to 31/03 & 01/11 to 31/12
Mid Season: 01/04 to 30/06 & 01/10 to 31/10
High Season: 01/07 to 30/09



Long Stays (8 Weeks & Over)

BOOKINGS OF 24 WEEKS AND OVER
 HAVE **NO HIGH SEASON SUPPLEMENT**

| Apartments |
|---|
| ACE Superior (3/4 Bedrooms sleeping 2/3 per Room) - Less than 10 minutes walk to school |
| ACE Standard (3/4 Bedrooms sleeping 2/3 per Room) |
| Supplement for Private Bathroom |

| Host Family |
|--|
| Host Family on Half Board (Breakfast & Dinner) |
| Supplement for Private Bathroom |

HIGH SEASON
11TH JUNE TO
24TH SEPTEMBER

| Twin/Triple Room | | Single Room | |
|------------------|------|-------------|------|
| Low | High | Low | High |
| 140 | 190 | 220 | 270 |
| 120 | 170 | 200 | 250 |
| 60 | 100 | 60 | 100 |

| Twin/Triple Room | | Single Room | |
|------------------|------|-------------|------|
| Low | High | Low | High |
| 160 | 200 | 220 | 270 |
| N/A | | 80 | 100 |



Juniors Price List - 2017

24/06/17 to 06/08/17 (6 Weeks)

JUNIORS

All Prices are in Euros (€) and per Person per Week
Each Lesson = 45 Minutes

| |
|--|
| Junior Residence (Full Board with Packed Lunch) |
| Sharing Student House sleeping 3/4 per Room |

| 1 Week | 2 Weeks | Extra Week | Extra Day |
|--------|---------|------------|-----------|
| 790 | 1395 | 660 | 140 |

Registration Fee: €45.00

| Rates Include: | Sample Junior Leisure Programme |
|--|--|
| ACE Group 20 for Juniors | Meet New Friends with the ACE Team |
| Junior Residence Accommodation as booked | International Student Pool Party |
| Full Leisure Activity Programme | The Ancient Capital City of Mdina |
| Online Placement Test | The ACE Games & Sports Night |
| Airport Return Transfers | Swimming & Shopping in Sliema |
| Airport Supervision on Arrival and Departure | Open-Air Disco Night (Dancing in the Moonlight) |
| ACE Group Leader Supervision at School and on ACE Activities | The ACE Bowling Tournament (Be the Best of the Rest) |
| 24/7 ACE Group Leader Supervision in Junior Residence | Sandy Beach Trip & Al Fresco Dinner |
| Transport between Residence and School and Activities | Sun, Sea & Sand (One of Malta's Finest Beaches) |
| Course Materials | Comino Island - "The Blue Lagoon" |
| Course Certificate | International Student Boat Party |
| Welcome Pack | Valletta - "The Capital City" (with Audio Visual Show) |
| Student Card | Movies & Popcorn (Sit Back & Relax & Enjoy) |
| Free SIM Card | Vittoriosa "Birgu" Quiz Night (The Medieval 3 Cities) |
| Free WiFi at School and in Residence | Lija's Treasure Chest (Hunt for Gold & Win Great Prizes) |
| 24/7 Welfare Assistance | The ACE Cabaret (Fancy Dress Comedy Night) |



Family & Kids Programme - 2017

Courses for Parents & Children

All Prices are in Euros (€) and per Person per Week
Each Lesson = 45 Minutes

| COURSE | DESCRIPTION |
|--------------------------------|---|
| Parent Adult Courses | Please refer to Adult Courses on Page 1 |
| ACE Kids Group 20 | General English Group Lessonss |
| ACE Kids Personalised 10 or 20 | 1 to 1 Private Lessons |
| Arts & Crafts (Once a Week) | 12:30 to 15:00 (Includes a Snack Lunch) |
| Music & Drama (Once a Week) | 12:30 to 15:00 (Includes a Snack Lunch) |

HIGH SEASON
11TH JUNE TO 24TH SEPTEMBER

| LESSONS PER WEEK | | | |
|---------------------------|------|-----|------|
| 10 | | 20 | |
| Low | High | Low | High |
| Price According to Course | | | |
| 240 | 290 | 150 | 200 |
| | | 25 | |
| | | 25 | |

Rates Include: Course as booked | Course Materials | Course Certificate | Welcome Pack | Student Card | 24/7 Welfare Assistance | Online Placement Test.

- Courses for parents and their children will run at the same time.
- Kids classes are divided into the following age groups: 3yrs - 5yrs | 6yrs - 9yrs | 10yrs - 12yrs.
- A selection of optional leisure activities are available to choose from.



Terms & Conditions

Opening Hours

The School is open from Monday to Friday from 08:30 to 17:00.

Booking Enquiries & Enrolment Procedures

Enquiries can be made directly with ACE English Malta or through our agents. A reply confirming availability will be sent by the School within one working day.

Bookings can be sent by booking online via our website, or by email on ace@aceenglishmalta.com, or by fax on (+356) 2733 1135 or by post to ACE English Malta, Level 4, Bay Street Complex, St. George's Bay, St. Julian's, STJ 3311, Malta. You can also complete our online Enrolment Form.

Once the School has all the required information we will send you a Booking Confirmation and an Invoice. Your booking is fully confirmed once a substantial deposit or the full amount is paid to the School by bank transfer. If a deposit is paid then the balance must be settled at least 2 weeks prior to arrival at the School.

Minors

Enrolments for students under 18 years of age must be accompanied by the School's signed Parental Consent Form.

Students with Special Needs

Students suffering from any illness or disability are obliged to inform the School upon registration providing all relevant details. There may be additional charges for any extra expenses or personal attention required.

Payment

Payment can be made in cash, by major credit/debit cards or by bank transfer (SWIFT) or through PayPal. Our bank details are provided on the School's invoice. Please note that bank transfers may take 5 to 6 working days to reach our account. Payment can be made in any currency which will be converted to Euros at the rate of exchange on the date payment is made. All additional foreign and/or local bank fees and charges must be paid by the student/agent. Students/agents must advise the School by email when any payments are made, clearly stating the student's full name and invoice number.

Visas

Students are responsible for their visas and must ensure that they apply for the required travel documents in plenty of time before travel. The School will provide a Booking Confirmation and Visa Letter to facilitate the student's visa application. A Visa Administration Fee of €40.00 will apply.

If a student has to cancel their booking due to visa refusal, they must send the School a copy of the visa refusal letter and we will refund the fees less the €100.00 non-refundable deposit.

Refunds will only be made to the person who paid the original fees and using the same method of transaction.

Airport Transfers

Students booking return airport transfers must provide arrival and departure flight numbers and times at least 7 days prior to arrival in Malta. The School will not be responsible for missed transfers if details are not sent in time and no refunds will be granted.

Any student that books apartment or host family accommodation must also book return airport taxi transfers.

Postponement

Students may postpone their booking start date by giving the School a minimum of 14 days' notice. All fees will be transferred to the later starting date.

Refunds & Cancellation Fees

The School will not give refunds once the student has started their course. In certain cases the School may consider offering credit for future courses. Cancellation of a booking must be received in writing and is subject to the following cancellation fees:

- More than 14 days before the start of the course: €100.00 non-refundable deposit.
- Less than 14 days before the start of the course: 1 week's tuition and accommodation fees + registration fee + visa administration fee (where applicable).

Any bank charges incurred in any refund transaction will be paid by the student/agent.

Students who are absent for lessons will not get a refund.

No refund will be given if the student decides to terminate the course earlier than booked.

If students cancel and leave during the week, they will lose the remainder of their course for that particular week.

Under no circumstances can students transfer unused lessons or accommodation to other students.

The School will not give a refund on cancelled accommodation once the student has arrived. We strongly recommend that students take out an insurance policy cover in case they are unable to start or finish their course for reasons outside their control (e.g. illness, family emergencies, work commitments).

Level of English

We strongly recommend that students do their Placement Test prior to their arrival in Malta as they will then be able to go straight to class on their first day and will not miss any lessons. The Placement Test is available online through the ACE English Malta website. If a student does not have the minimum level of English required to follow a specific course as determined by the test then the School reserves the right to move the student to another appropriate course.

A Monthly Progress Test is held at school in the afternoon on the last Wednesday of every month.

If students make no request to change level within their first week they have to wait for the next Monthly Progress Test. Only those students who have been at the same level for one month and have attended at least 80% of their course are allowed to take the Progress Test.

Our courses are leveled in accordance with CEFR guidelines:

- Beginners = A1
- Elementary = A1+
- Pre-Intermediate = A2
- Intermediate = B1
- Upper-Intermediate = B2
- Advanced = C1
- Proficiency = C2

Reduction of Lessons

If less than three students are participating at a particular level then the amount of lessons will be reduced. As soon as there are additional students in class, the normal lesson times will be resumed.

The lessons will be reduced as follows:

- ACE Group 20 / ACE Mini 20 / ACE Business 20
Reduced to 15 lessons per week.
- ACE Group 30 / ACE Business 30 / Exam Preparation Courses 30
Reduced to 20 lessons per week.
- ACE Business 40
Reduced to 30 lessons per week.

Holiday Breaks

Long stay students are entitled to a holiday break whilst studying at ACE English Malta. The length of their holiday depends on the duration of their course. There is no holiday entitlement for courses of less than 8 weeks.

- Courses from 8 to 23 weeks = 2 weeks holiday
- Courses of 24 weeks and over = 4 weeks holiday

The School will extend the student's tuition course (if requested) free of charge.

The School will NOT extend the student's accommodation.

If the student is staying in our accommodation then they must pay the brochure price to extend their accommodation. We can only extend the accommodation subject to availability.

Students returning from their holiday break cannot expect to return to the same class, teacher or accommodation (unless the accommodation is paid in full during the holiday break). If a student leaves their belongings at their place of accommodation (booked through ACE English Malta), the School will guarantee the same room.

Students requiring a visa for study purposes must ensure that their visa is issued for the correct dates to include any holiday breaks.

All students must notify the School at least 2 weeks in advance before they take a holiday. No holidays should be taken without first informing the School. If students do not notify the School they will be marked absent and the School may need to notify the Visa Immigration Office which may make it difficult for students to retain or extend their visa. No refunds will be given in these cases.

Public Holidays

ACE English Malta will be closed for some Public Holidays in 2017. Lessons will be made up as much as possible during the week that the School is closed but not necessarily in full. Only One-to-One individual private lessons will be made up in full. The following are the public holidays in 2017 when the School will be closed. On all other public holidays that fall during the week, the School will be open for classes as usual.

- Friday, 10th February (Feast of St. Paul's Shipwreck)
- Friday, 14th April (Good Friday)
- Wednesday, 7th June ('Sette Giugno')
- Thursday, 21st September (Independence Day)
- Friday, 8th December (Feast of the Immaculate Conception)
- Monday, 25th December (Christmas Day)

Reissue of Lost/Damaged Student Certificates or Cards

€25.00 (+ postage where applicable)

Changes to Booking

The School reserves the right to change any part of the student's 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.



Terms & Conditions

Attendance Policy & Discipline

It is the policy of ACE English Malta that no student is allowed into their classroom if they are more than 5 minutes late for class. They will therefore miss that morning's lessons. This is to minimize disruption to other students and the teacher. Lessons missed due to lateness are not replaced.

ACE English Malta students are required to attend at least 80% of scheduled classes and to complete all homework assignments. Failure to do so may result in the withholding of course certificates. If a student repeatedly does not attend classes then disciplinary action may be taken. In the case of any student requiring a visa to study in Malta and failing to attend classes regularly, the appropriate authorities will be informed by ACE English Malta of any such failure. Regular absenteeism could lead to the student being expelled and no refunds will be given.

The use of mobile phones in the classroom is strictly forbidden. Mobile phones are to be switched off during lessons. ACE English Malta's teachers reserve the right to confiscate mobiles if used during a lesson.

ACE English Malta expects all of our students to maintain decent and reasonable standards of behaviour at the School and in our accommodation.

If a student regularly misbehaves or causes disturbance of any kind or fails to observe School policies, guidelines, rules and regulations they will be subject to any disciplinary action that ACE English Malta may deem fit.

In such cases the student will have no right or claim to any refund whatsoever.

Policies & Rules

All students are bound to abide by the policies and rules of ACE English Malta 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 provided in the Student Handbook and in some other literature provided. 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.

Expulsion

The School expects all its students to be well-motivated, polite and considerate towards staff, host families, other 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, or damage the property or reputation of the School, sub-contractors or third parties.

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.

Self-Catering Apartment Accommodation – House Rules

- Smoking is not allowed in the apartment, common areas, elevators and stairwells.
- No noise or disturbance is allowed, especially after 23:00.
- Guests are not allowed in the apartment at any time.
- Parties in the apartment are **STRICTLY FORBIDDEN**.
- The kitchen and bathroom must be cleaned up and cleaned after use.
- The apartment must be kept clean and tidy at all times.
- On the day the apartment is cleaned, the student's room should be left clear so the cleaning staff can do their work. The room must be left unlocked otherwise it will not be cleaned.
- Lights, fans, A/C's, heaters and other electrical equipment must be switched off when not in use and especially before students leave the apartment.
- Any abuse of electricity will incur extra charges for all the students in that apartment.
- If students are in a sharing room they must not leave their things on the other bed even if it is not being used.
- Students are responsible for taking the garbage out for collection early in the morning (before 08:30) on the correct days.
- Students are responsible for their keys. Lost keys will be replaced at a charge to the student.
- Any damages must be replaced or paid for by all students in the apartment.
- Apartment furniture must not be taken onto balconies as it will get damaged by the sun and rain.
- Washed clothes must not be put out to dry on the balcony as this is illegal in Malta.
- School management reserves the right to enter the apartment and the bedrooms at any time if necessary.
- School cleaning staff are also allowed to enter the apartment and the bedrooms for weekly cleaning and in preparation for new student arrivals.

Apartment Deposit

A refundable damage deposit of €100.00 (cash) is required from every student staying in self-catering apartment accommodation. This must be paid at school reception on the first day of school and will be returned on the last day pending any issues relating to the apartment.

Malta ECO Contribution Tax

All students of any nationality aged 18 years and older staying in apartment or host family accommodation must pay an ECO Tax of €0.50 per night with a maximum of €5.00 per stay. By law, all English language schools must collect this tax on behalf of the Government of Malta. Students must pay the ECO Contribution Tax on their first day at school. The school will issue a receipt as proof of payment. This does not apply to students who have not booked any accommodation with the school.

Student Complaint Procedure

If a student needs to make a complaint or feels uncomfortable for any reason, they must contact the School administration without delay. Complaints that have not been brought to the attention of the School administration during the student's stay will not be addressed at a later date.

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 administration at the School 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.

Insurance & Liability

All international students who study with ACE English Malta are strongly encouraged to have adequate health and travel insurance. Students are advised to purchase insurance, including medical insurance, to cover all eventualities before leaving their own country. Students may be held liable for any loss, damage or injury to persons or property, however caused.

Should a student be ill and require medical assistance the School will do its utmost to help and will put the student in contact with a qualified medical general practitioner at a local pharmacy. The doctor will charge the student directly in cash. Prices for a home consultation visit are in the region of €15.00 to €30.00 per visit. The School should be notified in advance if a student has an existing medical condition, allergy, etc. It is strongly suggested that EU citizens get a European Health Insurance Card. If a student needs to take out additional insurance while in Malta this can be arranged by the School.

Force Majeure

In the event that ACE English Malta is unable to fulfill any of its obligations as a result of an event or events beyond ACE English Malta's reasonable control, ACE English Malta will not accept responsibility or liability. Such events will include (however not be limited to) terrorist attacks, war or the threat of war, riots, industrial action, failure of suppliers or sub-contractors, labour disputes, natural or man-made disasters, unusually adverse weather conditions or any other event or events that may classify Malta as an "at risk destination" by the Ministry of Foreign Affairs.

Safety & Security

Although a number of security measures are in place to ensure that the School and accommodation are safe, all personal possessions 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.

Damages

The full cost must be paid by students causing any damage to the School or place of 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. The School retains the right to withhold the damage deposit paid on arrival.

Data Protection

By submitting their information, students agree to the storage and use of the information by ACE English Malta. All information collected by the School will not be passed on to any other organization or third party and will be stored and processed in accordance with the Data Protection Act of the country. This information will only be used when necessary to provide the services the student has enrolled for and for any other purpose associated with these services.

Photography & Filming

It is automatically assumed that pictures taken during lessons or activities or any pictures given to the School or its staff can be used in ACE English Malta brochures or other printed or online promotional materials unless the student objects at the time the photograph is taken. All images are without charge to the School and without obligation to credit the owner of the image. Should students wish to refrain from being photographed or filmed, kindly let us know and we will ensure that no student is used for promotional purposes against their will.

Agents

These terms and conditions are applicable to direct students and agents unless variations are expressly agreed between the agent and ACE English Malta in writing.



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