## 條款及細則

- 1. 閣下提供之個人資料只用於報讀課程及相關活動聯絡之用途。
- 2. 在任何情況下,所有課堂的學費一經繳交後,不可轉讓他人。
- 3. 所有折扣優惠皆以單一訂單獨立計算。
- 4. 國際關注教育機構(以下簡稱為「國關」)將透過學校通訊系統 EVI、電郵或 WhatsApp 信息與家長聯絡。家長應確保所提供的所有聯絡資訊正確無誤(請定期檢查垃圾訊息/郵件信箱)。家長有責任確保及時閱讀所有通知。
- 5. 如學生因私事、身體不適或出現任何傳染病病徵,應暫停回學校上課。任何因此影響而未能参加 課堂的學生,其課堂費用將不獲退還,且不會安排補堂。
- 6. 如因教育宣佈幼稚園停課或天氣惡劣而導致學校關閉,相應的課堂將取消,並安排補堂。補堂日期和時間由國關決定,另行通知。
- 7. 如受新型冠状病毒疫情影響,教育局宣佈幼稚園需停課,部分課程可能轉為網絡課堂形式,並按照原本實體課的日期和時間進行。
- 8. 如欲申請退款,報名後必須在該課程開始前最少 14 天以書面形式向國關提出申請。逾期申請將不 受理。
  - i. 退款將扣除學費的 15%作為行政費,然後退還剩餘學費。餘下的課程將會重新計算折扣優惠。
  - 前. 所有已繳付之製作費、訂購裝備費、考試費及學費中已包括了的樂器費或教材及教具費,均不予退款。退款申請時,將先扣除相應費用後計算學費餘額。
- 9. 如因特殊理由需要轉課程,請家長聯絡國關查詢轉至其他課程之可行性。家長需要填寫並提交「轉課程申請表」,並支付每項課程的 HK\$50 手續費。如果轉往的課程費用高於原先的課程費用,家長需要支付學費差額。如果轉往的課程費用低於原先的課程費用,多出的學費餘額將不予退還或保留。
- 10. 若所報課程因人數不足而取消,國關將在 2023 年 9 月 30 日前通知家長,並盡力安排學生參加類似的課程。如無合適安排,國關將全額退還已繳款項。
- **11.** 插班安排:課程開始後,欲報名者須按每課程之「單堂價」報讀各期之剩餘課堂。每個課程的「單 堂價」各有不同,詳情可向本機構查詢。
- **12.** 國關保留在課堂期間所拍攝的照片或錄影作宣傳和其他用途的權利。照片和錄像的版權屬於國關所有。如果申請者不希望國關使用其子女的照片、錄音及/或影片,請以書面形式通知國關。
- **13.** 國關保留更改條款細則內容、課程、時間、地點和導師等細節的權利,而不會作另行通知。如有任何爭議,本機構保留最終決定權。
- 14. 本條款及細則以英文及中文撰寫。如有任何衝突或不一致之處,以中文版本為準。

## **Terms & Conditions**

- 1. All personal data collected will be used for enrollment and contact purposes only.
- 2. All tuition fees for the Lessons, once paid, shall be non-transferrable under all circumstances.
- 3. All discount offers are calculated separately for each individual order.
- 4. Eye On International Education Association (hereinafter referred to as "EYEON") will communicate with parents through the school communication system EVI, email, or WhatsApp. Parents are responsible for ensuring the accuracy of all contact information provided (please check junk messages/email regularly). Parents are responsible for timely reading of all notifications.
- 5. No refunds or make up classes will be arranged upon absence due to illness or any incidents. If a student feels sick or shows any symptoms of any infectious disease, he/she should not come for Lesson(s). No refund of Lesson fees or make-up Lessons will be arranged for any and all such affected Lesson(s).
- 6. Lessons will be cancelled if the Education Bureau announces the suspension of classes due to bad weather or other reasons. Make-up lessons on different date and time will be arranged. It will also be announced to the relevant parents/guardians. The arrangements of the make-up lesson shall be final without further appeal.
- 7. If the education bureau announces the suspension of kindergarten classes due to the impact of the COVID-19 pandemic, some courses may be converted to online classes and conducted on the original date and time of the physical class.
- 8. To apply for a refund, a written request must be submitted to school at least 14 days before the start of the course. Late applications will not be accepted.
  - i. The refund will be subject to a 15% administrative fee deducted from the tuition fee, and the remaining tuition fee will be refunded. The remaining classes will be recalculated for discount offers.
  - ii. No refunds will be given for production fees, equipment purchase ordered, examination fees, instrument fees or costs of teaching materials & tools included in the tuition fees. In the case of refund, the corresponding fees will be deducted before calculating the remaining tuition balance.
- 9. If there is a need to transfer to another course for special reasons, parents should contact the school to inquire about the feasibility of the transfer. Parents need to fill out and submit the "Course Transfer Application Form" and pay a HK\$50 handling fee for each course. If the tuition fee for the transferred course is higher than the original course, parents will need to pay the price difference. If the tuition fee for the transferred course is lower than the original course, the excess tuition balance will not be refunded or retained.
- 10. If the enrolled course is canceled due to insufficient enrollment, EYEON will notify parents on or before September 30, 2023, and make every effort to arrange for students to participate in a similar course. If no suitable arrangement can be made, EYEON will fully refund the paid amount.
- 11. Transfer arrangement: After the course has started, individuals who wish to enroll will need to register for the remaining classes of each term based on the "single class price" of each course. Each course has a different "single class price," and details can be obtained by contacting EYEON.
- 12. EYEON reserves the right to use photographs or videos taken during classes for promotional and other purposes. The copyright of the photos and videos is owned by EYEON. If the applicant does not wish EYEON to use photos, recordings, and/or videos of their child, please inform EYEON in writing.
- 13. EYEON reserves the right to change the terms & conditions, courses, schedules, venues and tutors without prior notice. In case of any dispute, EYEON reserves the right to make the final decision.
- 14. These terms and conditions are written in English and Chinese. In case of any discrepancies or inconsistencies, the Chinese version shall prevail.