





### Terms and Conditions

1. Tuition is payable in full before starting classes. DM does not have an installment payment plan.
2. Tuition and teaching materials fees are refundable to those who cancel at least two weeks before the course start date.
3. If a student cancels between one and two weeks before the course is due to start, DM will refund 80% of the payment received. Thereafter, no refund will be available.
4. Once enrolled in a class, the student is required to attend all classes, and to try to participate fully.
5. There is a ten-minute break per hour during each class session.
6. DM reserves the right to change the teacher in case of illness or any other pressing reason.
7. Group class schedules are fixed and rescheduling is not permitted.
8. Student will be entirely responsible for his/her missed group classes. If a student wants to make up the missed lessons with a private tutor, an additional private tutoring fee will be charged.
9. If, for unforeseen causes, a student needs to miss an already-scheduled private lesson, 24-hour prior notice must be given in order to cancel or reschedule the class. Lessons canceled, or not attended, without the required notice, will be regarded as having been used.
10. Students have the right to request a different instructor during a course upon providing a written explanation or reason for the request.
11. Student(s) shall acknowledge and agree that the course should be finished within the valid date indicated in this confirmation letter.