



COURSE CANCELLATION

When fewer than eight (8) participants register for a program, the Activities Director may have to cancel the class for the term. Notice will be sent to all participants who have indicated interest in the class as early as possible so they may register for another program if desired. Participants do not have the option of a trial class. If a participant drops out of a course after the first class, the course fee will be partly reimbursement, the cost of the classes will be deducted from such reimbursement. This reimbursement will be calculated in the following way

Total reimbursement = (8 × number classes + € 20 cancellation fee)

*Materials fee will be deducted only when materials have been purchased prior to the course.

After 4 weeks, no reimbursement will be given. The cancellation fee will be waived if a participant simply transfers to another activity with the REAL Program or cancels his/her course 5 days prior to the start of that course. In this case notice must be given in the same timeframe. Attendee's must fill out the cancellation form to provide proof of date of the given course cancellation.

Should the instructor need to cancel a class ahead of time, they will contact the participants so alternative arrangements can be made. For unforeseen cancellations due to illness, emergency, or weather, students in grade 5 and below will join Kids Club. The Activities Director will make alternate arrangements for supervision of students in Grade 6- 8. If the lesson is cancelled, the instructor will make arrangements to make up the missed lesson. If this is not possible, the Activities Director will reimburse the students for that lesson. When a participant simply misses a class, there will be no alternative lesson or reimbursement.

Kind regards,

Ryan Erickson

Activities Director | Assistant Athletic Director

Martha Boston-Majetic

Administrative Assistant to the Athletic and
Activities Directors

Frankfurt International School

An der Waldlust 15

61440 Oberursel

t: +49 (0)6171 2024-483

f: +49 (0)6171 2024-411

m: +49 (0) 151 24163892

email: ryan_erickson@fis.edu

Frankfurt International School

An der Waldlust 15

61440 Oberursel

t: +49 (0)6171 2024-497

email: Martha_Boston-Majetic@fis.edu@fis.edu