



SMART Centre
the art of education

13 NEPTUNE ST ATLASVILLE
BOKSBURG 1459

SMARTACCOUNTS@ICLOUD.COM

071 986 9592

WWW.SMARTCENTRESA.CO.ZA



PVT & SEMI-PVT TUITION POLICY - 2020

- PVT lessons are subject to the availability of the tutor concerned and are booked on a strictly first-come-first-served basis.
- We encourage students to get together with a friend (or friends) and arrange SEMI-PVT lessons instead of PVT-Individual lessons. This saves you a lot of money in the long run!
- **OPTION 1: (Ad Hoc)**
 - If you want occasional PVT lessons only, then you pay-as-you-go. The fee for these lessons is higher and is payable upon arrival or well in advance before each lesson.
- **OPTION 2: (Long term)**
 - Slots will only be reserved for an individual (or small group) on a long-term basis if they are paid for up-front for each month in advance. Fees will be calculated as per the Fee Structure for 2020. There will be NO refunds, transfers or credits for missed lessons. However, a student may attend a group lesson in lieu of the missed lesson if a group lesson is available. Those wanting more flexibility need to sign up for OPTION 1 please.
- We do not accept cancellations of PVT or SEMI-PVT lessons within 48 hours of the scheduled lesson where a slot has been reserved long term - under any circumstances. Missed lessons under such circumstances will be forfeited and no alternative lesson will be offered. Smart Centre reserves the right to withdraw tuition when a student frequently cancels or misses their lessons without fair warning or acceptable reasons. Missed/Cancelled lessons will be charged for in full. Failure to pay for missed lessons will result in the loss of the slot.
- Lessons cancelled by SMART Centre for whatever reason will be refunded in full where payment had already been received.
- Tuition will be provided only on condition that you agree to **ALL** of the above terms & conditions.

Please sign this acknowledgement of receipt and return to the office:

I, _____, parent of _____ have read, understood and agree to the Terms & Conditions for receiving PVT lessons at Smart Centre.

Signed: _____

Date: _____