

**Alliance Française de Malte Méditerranée**  
**Application for Children's Winter Courses 2016-2017**



**Student Details**

Name	<input type="text"/>	Surname	<input type="text"/>
Address 1	<input type="text"/>	DOB	<input type="text"/>
Address 2	<input type="text"/>	Nationality	<input type="text"/>
Locality	<input type="text"/>	Postcode	<input type="text"/>
		Home Telephone	<input type="text"/>
Guardian's Name and Surname	<input type="text"/>		
Guardian's email address	<input type="text"/>		
Guardian's Mobile	<input type="text"/>		

**Select your Course and Subscriptions**

Mark with an X the course for which you are applying

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Mark with an X the options you would like to subscribe for

Library - €15  Médiathèque - €10

Are you a member with the Alliance Française? Yes / No

What Year will you be in October 2016?

**Payment Details**

	Amount
Course Cost	€ <input type="text"/>
Book	€ <input type="text"/>
Membership	€ <input type="text"/>
Subscriptions	€ <input type="text"/>
<b>Total</b>	€ <input type="text"/>

**Type of Payment**

Cash

Cheque

Cheque N°

Online Payment

\_\_\_\_\_  
Guardian's Signature

**FOR ADMINISTRATION USE ONLY**

Member number

Member number of related sibling or guardian (if applicable)

Administrator

Date

## Methods of Payment

1. You can settle your payment at our reception
2. You can send your filled application form together with a cheque payment payable to **Alliance Française de Malte**
3. Should you wish to pay by bank transfer:  
Bank: Bank of Valletta, Floriana Branch; Savings account: **18600946019**  
IBAN NO: **MT 11VALL2201300000018600946019**; SWIFT CODE: **VALL MT**  
If you choose this method of payment please send application together with copy of the bank transfer .

## Our Classes

Classes comprise a maximum of 20 students. Classes with fewer than 6 applicants will NOT be opened. In the case where there is a great demand for a particular level, the Alliance Française reserves the right to divide the students of one class into 2 classes in order to obtain an equal number of students.

## Cancellations and refunds

Should there be insufficient applicants to a particular course, the course will be cancelled and fees will be refunded in full. Should a student wish to cancel a registration at least a week before the course is due to start, fees will be refunded less a €15 administration fee. All requests for refunds must be made in writing. The Alliance Française regrets that there will be no refunds for classes not attended or for the cancellation of a course by a student.

## Placement test and Advice

Adults: If you know some French but have not studied with the Alliance Française in the last year, a placement test will be necessary. This will help us to better evaluate your level of French and place you in a class that best suits your needs. Please phone us for an appointment. Tests will be carried out throughout the first two weeks of July. Tests cost €15. This will be deducted upon application to follow one of our summer courses and upon presentation of receipt.

## Membership fee

Students applying for any course may pay a membership fee of €15 valid for a year. Apart from a reduction in the course cost, membership will give access to the library. Borrowing will be allowed against payment of a caution fee. Members of the same family applying for a summer course get a discount and only have to pay the membership fee once to benefit from our various offers.

## Our facilities

Médiathèque and library - Members of the AFMM have access to our facilities. For those members joining our summer courses, we are offering the membership to the Médiathèque free of charge – as an incentive and to encourage our new students to read in French. Following an agreement reached with the Institut Français in Paris, the Médiathèque will give members access to "culturethèque", a database with the latest newspapers, magazines, books available for reading online. Against a deposit of €15 members may also make use of our library which boasts 5000+ books in French.

## Bookings & Reservations

To ensure a fair deal, registration is on a first come first served basis. We do not take bookings over the phone. Registration is made final upon receipt of application form together with full payment. Payment can be made by cash or cheque addressed to Alliance Française. No credit cards are accepted.

## Opening hours - June to September

Tuesday , Wednesday, Thursday - 09:00 - 12:30  
Monday, Tuesday , Wednesday, Thursday - 16:00 - 19:30  
Friday - closed

## Activities

In an effort to promote the French language and culture the AFMM organizes several activities throughout the year for its members and the public in general. To keep up to date with all that is going on join our member list by becoming a member and "like" us on our facebook page.

## Personal Information and Photographs

In keeping our membership records, personal data is inevitably kept about our members. The processing of such data is necessary in order to give a better service and to keep track of our mutual obligations. We may also use it to ensure that we comply with Maltese law, or to send you further information about our courses and services. We do not share your details with third parties other than as necessary to perform our contract with you.

The Alliance Française de Malte Méditerranée reserves the right to use photographs taken during courses and / or activities to illustrate its promotional material. If a student / member wishes that his or her photo should not appear in this material, they should write to the AFMM indicating so. These photos have no commercial or contractual value.