



**ecs**   
English Communication School

# ENGLISH COMMUNICATION SCHOOL PRICE LIST - 2020

ALL PRICES IN EUROS (€) AND PER PERSON PER WEEK (5 DAYS)  
 LESSONS IN THE MORNING OR AFTERNOON  
 EACH LESSON = 45 MINUTES

**HIGH SEASON**  
 6<sup>TH</sup> JUNE TO 13<sup>TH</sup> SEPTEMBER

## ADULT COURSES - SHORT STAYS (1 TO 7 WEEKS)

CODE	COURSE	DESCRIPTION OR NOTE
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LESSONS PER WEEK							
10		20		30		40	
LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH

GENERAL ENGLISH (GE)		
ENTRY LEVEL = ANY		
GE20	General English Group 20	GE Group 20
GE020	General English Mini-Group 20	Maximum 6 Students - Low Season Only
IE30	Intensive English Group 30	GE Group 20 + 10 Group Conversation Lessons
GEPL	General English JULYDWHI	Private 1 to 1 Lessons
CBE30	Combination English 30	GE Group 20 + 10 Private 1 to 1 Lessons
CBE40	Combination English 40	GE Group 20 + 20 Private 1 to 1 Lessons
CVE10	Conversation English Group 10	Afternoons Only

		160	210				
				230	280		
				410	460		
						630	680
	80						

BUSINESS ENGLISH (BE)		
ENTRY LEVEL = INTERMEDIATE (B1)		
BE20	Business English Group 20	BE Group 20
BEM20	Business English Mini-Group 20	Maximum 6 Students - Includes Field Trip Lessons
BEI30	Business English Intensive Group 30	BE Group 20 + 10 Group Conversation Lessons
BECB30	Business English Combination 30	BE Group 20 + 10 Private 1 to 1 Lessons
BECB40	Business English Combination 40	BE Group 20 + 20 Private 1 to 1 Lessons
BECV10	Business English Conversation Group 10	Afternoons Only
EBEM20	Executive Business English Mini-Group 20	For Middle & Top Management - Maximum 6 Students
EBEP20	Executive Business English Private 20	For Middle & Top Management - Maximum 1 Student

		250	300				
		300	350				
				400	450		
				500	550		
						740	790
	125						
		450	500				
		700	750				

ALL PRICES IN EUROS (€) AND PER PERSON PER WEEK (5 DAYS)  
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 EACH LESSON = 45 MINUTES

**HIGH SEASON**  
 6<sup>TH</sup> JUNE TO 13<sup>TH</sup> SEPTEMBER

## ADULT COURSES - SHORT STAYS (1 TO 7 WEEKS)

CODE	COURSE	DESCRIPTION OR NOTE
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LESSONS PER WEEK							
10		20		30		40	
LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH

### ENGLISH FOR SPECIFIC PURPOSES (ESP) - PRIVATE 1 TO 1 LESSONS

ENTRY LEVEL = INTERMEDIATE (B1)

ESP11	Accountancy, Architecture, Art & Design, Aviation, Business & Finance, Climate & Environment, Digital & Artificial Intelligence, General English, Hospitality & Catering, Human Resources, Law, Maritime, Medicine, Photography, Social Media, Travel & Tourism	10 or 20 or 30 or 40 Lessons Other Courses available on Request
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300	350	520	570	700	750	920	970
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### EXAM PREPARATION (EXP)

ENTRY LEVEL = INTERMEDIATE (B1)

EXPCA	Cambridge ESOL (PET, FCE, CAE, CPE)	Minimum 8 Weeks (See ECS Website for Dates)
EXPIE	IELTS	Minimum 6 Weeks (See ECS Website for Dates)

BOOK & EXAM FEE NOT INCLUDED							
				280	330		
				280	330		

### ONLINE LEARNING (ONL)

ENTRY LEVEL = INTERMEDIATE (B1) OR UPPER-INTERMEDIATE (B2) OR ADVANCED (C1)

ONLB1	Level B1	3 Modules of 6 Sessions in 3 Segments over 27 Weeks
ONLB2	Level B2	
ONLC1	Level C1	

Price on Request							
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SPECIAL OFFER - NO HIGH SEASON SUPPLEMENT

## ADULT COURSES - LONG STAYS (8 WEEKS & OVER)

CODE	COURSE	DESCRIPTION OR NOTE
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LESSONS PER WEEK							
10		20		30		40	
LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH

**FROM 8 TO 16 WEEKS**

GE20LS	General English Group 20	GE Group 20
IE30LS	Intensive English Group 30	GE Group 20 + 10 Group Conversation Lessons

		130					
				190			

**FROM 17 TO 25 WEEKS**

GE20LS	General English Group 20	GE Group 20
IE30LS	Intensive English Group 30	GE Group 20 + 10 Group Conversation Lessons

		120					
				170			

**FROM 26 TO 35 WEEKS**

GE20LS	General English Group 20	GE Group 20
IE30LS	Intensive English Group 30	GE Group 20 + 10 Group Conversation Lessons

		100					
				160			

**FROM 36 TO 52 WEEKS**

GE20LS	General English Group 20	GE Group 20
IE30LS	Intensive English Group 30	GE Group 20 + 10 Group Conversation Lessons

		90					
				150			

**OTHER FEES**

REG	School Registration & Administration
ADTRN	Airport Return Transfers (Compulsory when booking Apartment or Host Family Accommodation with ECS)
VLA	Visa Letter Administration
PVAM	Premium Visa Assistance in Malta
ITEMI	<i>Guard.me</i> International Travel & Emergency Medical Insurance

40 Per Booking
50 Per Booking
30 Per Booking
30 Per Hour
1.30 Per Day

**PRICES INCLUDE**

Online Placement Test, Welcome Pack, Welcome Meeting, Student Card, Course Material, Course Certificate, Regular Level Assessment, Free SIM Card, Free Wi-Fi (School & Apartments), Garden Courtyard, Internet Café, 24/7 Welfare Assistance.

ALL PRICES IN EUROS (€) AND PER PERSON PER WEEK (7 NIGHTS)

**HIGH SEASON**  
6<sup>TH</sup> JUNE TO 13<sup>TH</sup> SEPTEMBER

## ACCOMMODATION - SHORT STAYS (1 TO 7 WEEKS)

TYPE & DESCRIPTION	
CODE	APARTMENT ACCOMMODATION (ADULTS ONLY)
SCSA	Self-Catering Shared Apartments
APBS	Private Bathroom Supplement
APWTSS	Wear & Tear Fee (Bookings up to 29 Nights)
APWTLS	Wear & Tear Fee (Bookings of 30 Nights & Over)
APEC	Extra Cleaning (On Request)
APAC	Air-Conditioning (On Request)
APWB	Welcome Grocery Basket (On Request)

SHARING ROOM		SINGLE ROOM	
LOW	HIGH	LOW	HIGH
175	215	300	380
40 Per Person		80	
25 Per Stay			
50 Per Stay			
30 Per Request			
70 Per Week			
65 Per Stay			

CODE	HOST FAMILY ACCOMMODATION (ADULTS & JUNIORS)
HFBB	Host Family - Bed & Breakfast
HFHB	Host Family - Half Board (Breakfast & Dinner)
HFFB	Host Family - Full Board (Breakfast & Packed Lunch & Dinner)
HFPB	Private Bathroom Supplement
HFSD	Special Diet Supplement (Vegetarian, Gluten Free, Celiac, Vegan, Lactose Free)

150	190	210	290
170	210	240	320
190	230	270	350
N/A		80	
50 Per Week			

HOTEL ACCOMMODATION AVAILABLE ON REQUEST & SUBJECT TO AVAILABILITY

ECO Every adult (18 yrs+) must pay the Malta Government Environmental Contribution (ECO) Tax at €0.50 per night to a maximum of €5.00 per stay.

All Self-Catering Shared Apartments are fully furnished with a communal kitchen/living/dining area, television, free Wi-Fi, fans (in summer), heaters (in winter), weekly cleaning service, welcome grocery basket (on request at an extra cost), air-conditioning (on request at an extra cost).

**ANY STUDENT THAT BOOKS  
APARTMENT OR HOST FAMILY ACCOMMODATION  
MUST ALSO BOOK  
RETURN AIRPORT TRANSFERS**

NO HIGH SEASON SUPPLEMENT ON BOOKINGS OF 16 WEEKS & OVER

**HIGH SEASON**  
6<sup>TH</sup> JUNE TO 13<sup>TH</sup> SEPTEMBER

## ACCOMMODATION - LONG STAYS (8 WEEKS & OVER)

### TYPE & DESCRIPTION

CODE	APARTMENT ACCOMMODATION (ADULTS ONLY)
SCSALS	Self-Catering Shared Apartments
APBSLS	Private Bathroom Supplement
APWTLS	Wear & Tear Fee (Bookings of 30 Nights & Over)
APECLS	Extra Cleaning (On Request)
APACLS	Air-Conditioning (On Request)
APWBLS	Welcome Grocery Basket (On Request)

CODE	HOST FAMILY ACCOMMODATION (ADULTS & JUNIORS)
HFBBLs	Host Family - Bed & Breakfast
HFHBLs	Host Family - Half Board (Breakfast & Dinner)
HFFBLs	Host Family - Full Board (Breakfast & Packed Lunch & Dinner)
HFPBLs	Private Bathroom Supplement
HFSDLS	Special Diet Supplement (Vegetarian, Gluten Free, Celiac, Vegan, Lactose Free)

### HOTEL ACCOMMODATION AVAILABLE ON REQUEST & SUBJECT TO AVAILABILITY

ECO	Every adult (18 yrs+) must pay the Malta Government Environmental Contribution (ECO) Tax at €0.50 per night to a maximum of €5.00 per stay.
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SHARING ROOM		SINGLE ROOM	
LOW	HIGH	LOW	HIGH

150	190	230	310
40 Per Person		80	
50 Per Stay			
30 Per Request			
70 Per Week			
65 Per Stay			

130	170	190	270
150	190	220	250
170	210	250	280
N/A		80	
50 Per Week			

All Self-Catering Shared Apartments are fully furnished with a communal kitchen/living/dining area, television, free Wi-Fi, fans (in summer), heaters (in winter), weekly cleaning service, welcome grocery basket (on request at an extra cost), air-conditioning (on request at an extra cost).

**ANY STUDENT THAT BOOKS  
APARTMENT OR HOST FAMILY ACCOMMODATION  
MUST ALSO BOOK  
RETURN AIRPORT TRANSFERS**

ALL PRICES IN EUROS (€) AND PER PERSON PER WEEK (7 NIGHTS)

**HIGH SEASON**  
6<sup>TH</sup> JUNE TO 13<sup>TH</sup> SEPTEMBER

## SPECIAL PROGRAMMES & PACKAGES

### STUDY & WORK PLACEMENT PROGRAMME

**ENTRY LEVEL = ANY**

SWPA	Study & Work Placement Programme in Self-Catering Apartment Accommodation	20 Lessons General English Course + 20 Hours Work Experience + 5 Hours Self-Study Project Work
SWPH	Study & Work Placement Programme in Host Family on Half Board Accommodation	

### ENGLISH FOR SPECIFIC PURPOSES PROGRAMME (MINIMUM 6 STUDENTS)

**ENTRY LEVEL = INTERMEDIATE (B1)**

ESPA	ESP - Academy	20 Lessons Professional English + 10 Lessons ESP with Teacher at School
ESPIPS	ESP - Industry Professional (At School)	20 Lessons Professional English + 10 Lessons ESP with Industry Specialist at School
ESPIPL	ESP - Industry Professional (On Location)	20 Lessons Professional English + 10 Lessons ESP with Industry Specialist on Location

**Subjects Available:** Accountancy, Architecture, Art & Design, Aviation, Business & Finance, Climate & Environmental Study, Digital & Artificial Intelligence, Hospitality & Catering, Human Resources, Law, Maritime, Medicine, Photography, Social Media, Travel & Tourism

### LEARN ENGLISH WITH A DIFFERENCE (MINIMUM 6 STUDENTS)

**FOR TEENAGE & YOUNG ADULT GROUPS - ENTRY LEVEL = INTERMEDIATE (B1)**

LEDDBS	Group Intensive English BUSINESS SKILLS Course	30 Lessons Business English Development & Practice
LEDDS	Group Intensive English DIGITAL SKILLS Course	30 Lessons Digital English Development & Practice

### SHARING TWIN ROOM ACCOMMODATION

LOW	HIGH
420	475
495	555

### ACCOMMODATION NOT INCLUDED

545 (Extra ESP Lessons @ €36.00 per Lesson)
835 (Extra ESP Lessons @ €65.00 per Lesson)
735 (Extra ESP Lessons @ €55.00 per Lesson)

### ACCOMMODATION NOT INCLUDED

300
300



ALL PRICES IN EUROS (€) AND PER PERSON PER WEEK (7 NIGHTS)  
EACH LESSON = 45 MINUTES

20<sup>TH</sup> JUNE 2020 TO 9<sup>TH</sup> AUGUST 2020 (7 WEEKS)

## JUNIOR SUMMER PROGRAMME - **\*\*ENGLISH WITH A DIFFERENCE!\*\***

JUNIOR SUMMER ALL-INCLUSIVE PROGRAMME (ENTRY LEVEL = ANY)			HOTEL RESIDENCE	HOST FAMILY
HOTEL JSPRE	School Registration & Administration	Group Leader Supervision at School and on Activities	1 WEEK Price on Request	1 WEEK 650
	General English Group 20 for Juniors	Group Leader Supervision in Junior Residence		
	Accommodation as Booked on Full Board	Welcome Pack	2 WEEKS Price on Request	2 WEEKS 1160
	Arrival & Departure Airport Transfers	Student Card		
HOST FAMILY JSPHF	Full Leisure Activity Programme <i>(With A Difference!)</i>	Course Materials	EXTRA WEEK Price on Request	EXTRA WEEK 520
	<i>Guard.me</i> Travel & Emergency Medical Insurance	Course Certificate		
	24/7 Welfare Assistance	Mobile SIM Card	EXTRA DAY Price on Request	EXTRA DAY 110
	Online Placement Test	Wi-Fi at School & in Residence		
UMF	Unaccompanied Minor Fee (Compulsory if the student is under 16 years of age and is not part of a group)		50 Per Week	

## SENIOR STUDENT PROGRAMME - **\*\*THE BEST YEARS OF YOUR LIFE!\*\***

ALL PRICES IN EUROS (€) AND PER PERSON FOR 2 WEEKS (14 NIGHTS) ENTRY LEVEL = ANY			
	DATES IN 2020	INCLUDES	PRICE FOR 2 WEEKS (14 NIGHTS)
SSP1	Sunday, 29 <sup>th</sup> March to Saturday, 11 <sup>th</sup> April	School Registration, Return Airport Transfers, General English Group 20 Course, Full Activity Programme, Single Room in Self-Catering Shared Apartment or in Host Family on Half Board, Malta Government ECO Tax	1385
SSP2	Sunday, 10 <sup>th</sup> May to Saturday, 23 <sup>rd</sup> May		
SSP3	Sunday, 20 <sup>th</sup> September to Saturday, 3 <sup>rd</sup> October		
SSP4	Sunday, 25 <sup>th</sup> October to Saturday, 7 <sup>th</sup> November		

ALL PRICES IN EUROS (€) AND PER PERSON PER WEEK (5 DAYS)  
EACH LESSON = 45 MINUTES

**HIGH SEASON**  
6<sup>TH</sup> JUNE TO 13<sup>TH</sup> SEPTEMBER

## FAMILY COURSES FOR PARENTS WITH CHILDREN

CODE	COURSE	DESCRIPTION OR NOTE
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LESSONS PER WEEK			
10		20	
LOW	HIGH	LOW	HIGH

GENERAL ENGLISH (GE) ENTRY LEVEL = ANY		
FPC	Parent Adult Courses	Please refer to Adult Courses
FCGE20	Child General English Group 20	Child GE Group 20
FC11	Child Private 1 to 1	Individual Private Lessons
FCP1	Family Course Package 1	1 Parent (GE Group 20) + 1 Child (Child GE Group 20)
FCP2	Family Course Package 2	2 Parents (GE Group 20) + 1 Child (Child GE Group 20)
FCPEC	Family Course Package Extra Child	1 Child (Child GE Group 20)

Price According to Course			
		160	210
300	350	520	570
		300	400
		420	570
		130	180

OTHER FEES	
REG	School Registration and Administration
ADTRN	Airport Arrival & Departure Transfers (Compulsory when booking Apartment or Host Family Accommodation)
VLA	Visa Letter Administration (If Required)
ITEMI	(Guard.me) International Travel & Emergency Medical Insurance

40 Per 2 Bookings
50 Per Booking
30 Per Booking
1.30 Per Day

### PRICES INCLUDE

Online Placement Test, Welcome Pack, Welcome Meeting, Student Card, Course Material, Course Certificate, Regular Level Assessment, Free SIM Card, Free Wi-Fi (School & Apartments), Garden Courtyard, Internet Café, 24/7 Welfare Assistance.

Lessons of parents and their children will start and finish at the same time. Parents MUST supervise and be responsible for their children during break times.

Only one Registration & Administration Fee is charged per two family members.

Accommodation in Self-Catering Apartment or Host Family or Hotel is available on request.

# ENGLISH COMMUNICATION SCHOOL (ECS) TERMS & CONDITIONS

All transactions and bookings carried out with English Communication School (ECS) are conducted in English.

## Opening Hours

The School is open from Monday to Friday from 08:30 to 17:00 (08:00 on Monday). The School is closed on Saturday and Sunday and on every national public holiday.

## Booking Enquiries, Enrolment & Registration

These can be made directly with ECS or via our agents and confirmed by email as proof of validity. ECS will reply to enquiries with 24 hours. In the case of direct bookings, the School will confirm a student's booking once payment of a minimum of 25% of the full amount is paid via bank transfer.

Payments must be settled in full at least 14 days prior to the arrival date of the student. In the case of late bookings, payments must be made in full upon confirmation of the booking by ECS. All payments must be made in Euro (€). ECS reserves the right not to accept any payments in foreign currencies. Payments via bank transfers should clearly show what invoice and service is paid for to avoid incorrect payment allocation. All fees must be settled before the enrolment start date and no student will be allowed to start their course until payment has been received. Failure to comply with the above terms and conditions may result in the booking being revoked at the School discretion. The person responsible for the settlement of the invoice issued by ECS must ensure that any bank charges and intermediary bank charges are fully taken care of by the payment originator and not by ECS.

Any changes to accepted and confirmed bookings must be made in writing and sent to [info@ecschool.eu](mailto:info@ecschool.eu). Changes after arrival are subject to ECS's approval and to an Administration Fee of €10.00 for each change. No refunds will be given to students who shorten or curtail their course or package.

Payments by bank transfer to ECS must be made to:

- Bank Name: HSBC
- Bank Branch Name: Paola
- Account Name: 5-Senses Ltd
- Account Number: 013193792001
- IBAN Number: MT96MMEB44130000000013193792001
- Swift Code or Bank Identifier Code: MMEBMTMT

## Visa

ECS will provide all necessary documents for students to apply for their visa once full payment has been received. ECS must be advised immediately if a visa application is rejected. Students must ensure that they understand immigration regulations in Malta. It is their responsibility to ensure they meet and comply with any such regulations. ECS will not refund any fees paid due to visa entry rejection into Malta by immigration authorities.

## Health & Travel Insurance

Students must have adequate health insurance to cover the period of time they will be in Malta. ECS reserves the right to be fully reimbursed for any medical or related costs it may incur on behalf of any student who requires urgent medical attention in Malta, and to immediately repatriate, at the student's expense, any student who suffers from a serious medical or psychological condition. Students must have a comprehensive health, accident and travel insurance policy which would cover them from the enrolment start date until the enrolment end date. This policy should also include coverage for cancellations, loss and theft of baggage and personal belongings, emergency evacuation, and any other eventuality that may occur. ECS shall not be held liable for any costs incurred as a result of the student having no or insufficient insurance cover. Unless liability is legally imposed, ECS will not accept any responsibility in the case of illness, accident, loss, damage or injury to personal effects or property. ECS will not be held responsible for the loss or theft of any student's property from the school, accommodation or any other location. Student's property is the sole responsibility of the student at all times. ECS advises all students to take out a travel insurance policy which covers them for the duration of their stay in Malta. Students' possessions are not covered by ECS's insurance policy and the directors, management or staff cannot be held responsible for theft, loss, or damage to students' valuables even while being held for safe keeping.

## Cancellation Charges or Refunds:

The School may cancel any enrolment where the performance of its services is rendered impossible or excessively onerous due to reasons which are not attributable to the School, such as unforeseeable circumstances caused by force majeure and other reasons which depend on third parties. In the event of such a cancellation, full refund from the School will ensue if payment has already been made, but no further liability shall attach to the School.

Where the cancellation is requested by the agent or by the student prior to arrival, the School must be notified in writing by email on [info@ecschool.eu](mailto:info@ecschool.eu). The following provisions will apply:

Where the cancellation is requested up to seven (7) calendar days prior to the expected arrival of the student, 75% of any amount paid to the School shall be forfeited in favour of the School.

Where the cancellation is requested between eight (8) and fourteen (14) calendar days prior to the expected arrival of the student, 50% of any amount paid to the School shall be forfeited in favour of the School.

Where the cancellation is requested between fifteen (15) and twenty (20) calendar days prior to the expected arrival of the student, 25% of any amount paid to the School shall be forfeited in favour of the School.

Where the cancellation is requested more than twenty-one (21) calendar days prior to the expected arrival of the student, a full refund may be issued excluding an administrative fee of €135.

Where the cancellation is requested at any time due to the student visa not being issued by the relevant authorities, a full refund may be issued upon receipt of the visa rejection letter excluding an administrative fee of €135.

Where the cancellation or curtailment of the course is requested by the agent or student after the student's arrival for any reason then 100% of the amount paid to the School shall be forfeited in favour of the School and no refunds will be given.

No refund is made if a student is expelled from the School.

No refund is given if a student fails to attend lessons.

Fees are not transferable to another student or third party.

## Flight Arrival Airport Transfer

Flight details (including flight arrival time, flight number, airline and departure airport must be advised a minimum of 5 working days prior to arrival in order for ECS to provide airport transfers. No refunds will be granted on transfers if flight details are not sent to ECS at least 5 days prior to arrival. Airport transfers include a maximum of 1 hour waiting time and students are to wait for their booked transport at the airport. No refunds are given should students decide to leave prior to 1 hour having passed from the arranged time confirmed by the School. The School will not be held liable for early or delayed flights and missed pick-ups.

## First Day at School

Students must show a copy of their confirmed payment together with a letter from their agency (if applicable). Only students who are able to produce proof of payment will be allowed to attend the Welcome Talk and take the course. A photo will be taken of the student for their student card. Students must keep their student card with them at all times during their stay, according to Maltese law.

## Course Information & Lesson Times

Lessons are held every morning between Monday and Friday during low season, as per timetable. During high season lessons may be held both in the morning and afternoon. ECS reserves the right to change lessons from morning to afternoon and vice versa where demand dictates. ECS also reserves the right to use classrooms in alternative premises and of a similar standard. Each lesson is 45 minutes long. Indicative lesson times are set out in our promotional material. ECS reserves the right to alter such lesson times at its discretion.

## Level of English

If a student does not have the minimum level of English required to follow a specific course as determined by ECS, the School reserves the right to move the student to an appropriate course for their level. A student should do the Online Placement Test before travelling to Malta so that ECS can determine their level and allocate the appropriate class. If the student does not do the test prior to arrival, then they should come to the school on their first day at 08:00. Coming late may result in the student missing the first part of the morning lesson. The Online Placement Test can be done by using this link - <http://tiny.cc/ecstest>

## Student Attendance & Certificate

Students must attend a minimum of 80% of the lessons scheduled for their course in order to receive a Certificate of Attendance. Students who are absent from their lessons without prior authorisation, acceptable justification or who have been excluded from their course will not be awarded a certificate. Regular absenteeism could lead to the student being expelled.

If a student requires a visa to study in Malta and fails to attend classes regularly, the appropriate authorities will be informed by ECS. No refunds will be given on any course or accommodation if a student's study visa is cancelled due to lack of attendance as required by Malta Immigration Office.

## Lesson Reduction

In the unlikely event that a group course does not have more than one student in any particular week, the following changes will apply:

- 20 Group Lessons – Reduced to 15 Private Lessons
- 30 Group Lessons – Reduced to 20 Private Lessons

### Examination Fees

Examination Preparation Course fees do not include examination entrance fees. Students wishing to sit for exams must bring valid passports for exam entry as identity cards will not be accepted. Transportation to and from the testing centre is also not included.

### Accommodation Options

ECS offers a variety of accommodation options. Students should book accommodation from the day of arrival till the day of departure. Accommodation arrangements are the student's responsibility unless they indicate that they wish to book accommodation with ECS on enrolment.

### Malta Government ECO Tax

Every adult student (18 years+) staying at any type of accommodation must pay the Malta Government Environmental Contribution (ECO) Tax at €0.50 per night to a maximum of €5.00 per stay.

### Accommodation Changes

All accommodation changes are subject to availability and require a 3-day notice period and will incur a €65.00 Administration Fee. If a student decides to change from one accommodation type to another no refunds are applicable if moving to accommodation of an inferior category. If a student changes to accommodation of a superior category the difference in price needs to be settled prior to moving. The School reserves the right to ask students to change their accommodation to a similar standard if required due to operational reasons.

No refunds are given if a student wishes to cancel accommodation after arrival.

### Self-Catering Apartments – Check-In & Check-Out

Check-in time is 14:00 unless otherwise stated. If students arrive earlier during the day and require immediate access to the room, the School recommends that the accommodation is reserved from the night before.

Check-out time is 10:00 unless otherwise stated. The School reserves the right to remove personal belongings of students who are due to check out or change room if they fail to do so by 10:00. The School will not accept any liability for any items reported missing or damaged. Details for the pick-up of apartment keys will be provided prior to arrival.

### Self-Catering Apartments Services

Self-Catering Shared Apartments include water and electricity costs and are fully furnished with a communal kitchen/living/dining area, television, free Wi-Fi, fans (in summer), heaters (in winter), weekly cleaning service, change of linen per stay, and laundry facilities. A welcome grocery basket is available on request and at an extra cost. Air-conditioning is NOT included and is only available on request and at an extra cost.

### Lost or Broken Keys

Lost or damaged accommodation keys will be replaced at a charge of €30.00 per key.

## Cleaning & Inspection

Cleaning includes washing of floors and bathrooms and dusting of furniture. Cleaning of cutlery, crockery, pots and pans is not included. Even though cleaning is provided, students must keep their rooms and common areas tidy and must take their rubbish outside on the days according to the recycling schedule provided. Students leaving untidy rooms will not have their accommodation cleaned and may have to pay an additional fee for extra cleaning services. Use of heating and cooling appliances not provided by ECS is strictly prohibited. Any additional appliances found in the accommodation will be removed immediately.

## Disturbance

ECS reserves the right to fine students where disturbance to other clients or third parties occurs. Loud music, shouting or any other disturbance in the accommodation, corridors, or any other public area is not allowed at any time during the day or night. Should the School receive reports of disturbance, each student registered in the accommodation will be fined a minimum of €50.00. Repeated cases of disturbance and unacceptable behaviour could result in eviction from the accommodation with no refund.

## Damages

ECS reserves the right to check student accommodation whenever it is deemed necessary. Furniture, pots, pans, plates, cutlery and any items found in the flat must not be moved to another flat. Any damages caused by students must be paid in full prior to departure. In the case of damages caused in shared accommodation, all students in the respective accommodation will be held equally responsible if no single student accepts liability. Breakages and damages will be charged as they occur. If, upon inspection prior to departure, the apartment cleanliness is found to be unacceptable, each student registered in the accommodation shall be fined €25.00 for extra cleaning.

## Host Families

Living with a Maltese host family provides students with the opportunity to experience local family life. Living with a family is not like living in a hotel so students must always consider and observe the following points:

- Students must be sure to read the family information provided by the School prior to arrival to know what to expect.
- They must respect the habits of the family, including curfew times.
- They should tell the host family what food is liked or disliked at the beginning of their stay. Local food items such as dairy products and street food may be different from what students are used to at home.
- They must keep the host family advised of their leisure programme and activities during the week, especially if they miss any meals or if they are going to be late.
- They must always ask permission from their family before bringing other people to the house.
- They are not allowed to use the kitchen and to go into the host family's personal bedrooms.
- They must always ask the family if they wish to use or borrow anything which is not provided in their room.
- They must not help themselves to food and drink without asking.
- They must keep their room, bathroom and common areas clean and tidy at all times.
- A laundry service is usually provided once a week. Arrangements should be discussed with the family on arrival.
- Fans, and not A/C's, are normally provided in student bedrooms by host families. If they do have an A/C in the bedroom this will be available at an extra charge payable directly to the host family.

## Mixed Nationalities

The School does not guarantee mixed nationality placements within its accommodation.

## Smoking

Smoking is not allowed inside any accommodation booked through ECS. Smoking indoors is considered a serious breach of Health and Safety regulations and students may be fined a minimum of €233.00.

## Customer Care & Student Assistance

Students are encouraged to communicate at all times. If a student is unhappy with any aspect of their stay, they must inform a member of the management team via school reception as soon as possible. This can be done either verbally at the time of occurrence, or in writing within 24 hours. ECS will not accept any complaint received at the end of, or after, a student's stay in Malta if the School has not been notified as outlined above.

## Student Conduct & Behaviour

ECS expects all its students to be motivated, polite, considerate and respectful towards members of staff and fellow students at all times. Any actions which could bring ECS into disrepute will not be tolerated. These actions include, but are not limited to: committing a criminal offence; insufficient class attendance (including persistent lateness and unjustified absences); providing false information in the application form, in correspondence and in dealings with ECS prior to the start date or on enrolment; disorderly, drunken, aggressive or threatening behaviour (both on the premises and off-site). Students must abide by all local law. Serious offences include, but are not limited to: the possession or consumption of any illegal substances (drugs and/or alcohol); vandalism and wilful damage of school and third party property; any behaviour that endangers or impairs the health, safety or personal comfort of other individuals at any given time. Any damage to, or loss of, ECS or third-party property must be paid for by the student prior to departure. ECS reserves the right to expel and repatriate any student that, in the opinion of ECS, has behaved in an unacceptable manner.

## Bullying & Harassment

The School is committed to creating a healthy educational environment that is free from bullying and harassment and where everyone is treated fairly, with dignity and respect. Bullying and harassment are considered to be particular behaviour and/or actions by one person or a group of people which another person or group of people reasonably find unacceptable or unwelcome. ECS views both harassment and bullying as very serious issues, and consequently adopts a zero-tolerance policy. ECS will provide any student who is a victim of bullying or harassment with an appropriate form of action and seeks to guarantee that complainants will not encounter any form of reprisal or victimisation. Matters should be reported to ECS management as soon as they occur. ECS guarantees that all complaints will be handled in a timely and confidential manner. We guarantee a fair and impartial hearing and the matter will be investigated thoroughly. If the investigation reveals that any complaint is valid, prompt attention and/or disciplinary action designed to stop the harassment will be taken, including expulsion or dismissal.

## Force Majeure

In the event that ECS is unable to fulfil any of its obligations as a result of events beyond the reasonable control of the School, the School will not accept responsibility or liability. Such events include, but are not limited to: terrorist attacks, war or threat of war, riots, industrial action, natural or man-made disasters, unusually adverse weather conditions or any other event which may class Malta as an 'at risk destination' by the Ministry of Foreign Affairs.



## Privacy Policy & General Data Protection Regulation (GDPR)

ECS is committed to protecting our clients' privacy. We will not collect any personal information about our clients, unless it is provided voluntarily. The school may use photographs or film footage to illustrate its promotional material. Any photos and film footage have no commercial or contractual value.

By submitting their information students agree to the storage and use of the information by ECS. All information collected by the School will not be passed on to any other organisation or third party and will be stored and processed in accordance with the Data Protection Act of the country.

It is agreed that a student or agent of a student is the processor and provider of student data and information to the School and the School is the receiver of such data and information from the student or agent. Through the nature of the business, the School must share student data with certain third parties such as host families, hotels, suppliers and other service providers in order to provide the services requested by the student in their booking.

## Agreement

The Agreement between the student and ECS becomes legally binding once ECS has received a confirmed Enrolment from the student or from an agent on behalf of the student, whether by e-mail or otherwise. The student's place becomes secured after the school issues a confirmation email. This agreement and any dispute or claim arising out of, or in connection with, it or its validity or its subject matter or formation is governed by and construed and interpreted in accordance with the laws of the legal jurisdiction in which ECS is situated.

## Jurisdiction

Any agreement entered into with ECS is governed by the Laws of Malta. By entering into such an agreement, all parties agree that, should a dispute arise, they will submit to the jurisdiction of the Maltese courts.

## Public Holidays

ECS is closed on all Maltese national public holidays in 2020. If a public holiday falls on a weekday, the School will be closed. Only time lost on the day for Private Lessons will be made up.

Wednesday, 1 <sup>st</sup> January	New Year's Day
Monday, 10 <sup>th</sup> February	Feast of Saint Paul's Shipwreck
Thursday, 19 <sup>th</sup> March	Feast of Saint Joseph
Tuesday, 31 <sup>st</sup> March	Freedom Day
Friday, 10 <sup>th</sup> April	Good Friday
Friday, 1 <sup>st</sup> May	Labour Day
Sunday, 7 <sup>th</sup> June	'Sette Giugno'
Monday, 29 <sup>th</sup> June	Feast of Saint Peter & Saint Paul
Saturday, 15 <sup>th</sup> August	Feast of the Assumption of Our Lady
Tuesday, 8 <sup>th</sup> September	Victory Day
Monday, 21 <sup>st</sup> September	Independence Day
Tuesday, 8 <sup>th</sup> December	Feast of the Immaculate Conception
Sunday, 13 <sup>th</sup> December	Republic Day
Friday, 25 <sup>th</sup> December	Christmas Day



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