

Terms and Conditions

Places must be reserved by an AOC Confirmation Letter. Overseas students who are not currently studying in the United Kingdom must pay fees in full six months prior to commencement of the full time course. The earlier the application is made the better, especially if there should be any delay in obtaining a Visa (where necessary).

The Academy reserves the right to make variations to the award title, contents, personnel, place, time or method of delivery, or discontinuation of or to merge or combine courses if the Academy feels that this action is necessary. If after an application has been granted, the course changes unrecognisably and the learner wishes not to accept the changes, the learner is entitled to withdraw and the appropriate refund of course fees will be made.

Cancellation of a course must be made in writing two months or more before the course starts to get a refund. This will be an amount minus the administration costs incurred. This administration fee is set at £180.00.

If a student makes an application and is unsuccessful in gaining a Visa then it is possible to get a refund minus the administration fee of £180.00. Students must provide original documentation to qualify for a refund.

All new students must attend a diagnostic interview to evaluate the most suitable level the learner should be studying at. If the learner does not agree with the informed decision made regarding the level of proficiency and as a result leaves, no refund will be payable.

Academy learners can change their course level with the approval from the Academy.

The learner must follow a course of study and enter exams as agreed with the Academy. In the event of a dispute between the learner and the Academy, the Academy's decision is final.

Learners who have unsatisfactory attendance will not be issued with a leaving certificate unless there are exceptional circumstances.

The Academy will not pass on personal details to third parties (apart from the appropriate authorities) without written consent.

The Academy may use the students photographs for promotional and publicity material unless a student specifically objects.

The agreement between a learner and the Academy of Oriental Cuisine Ltd is subject to English law and the exclusive jurisdiction of the English courts.

Learners will be required to arrange their own accommodation, but the Academy can offer some College accommodation and useful advice on how to obtain private accommodation.

Enrolment and Fees

1) To paid Academy of Oriental Cuisine there are four options:

By Bank Transfer: ALLIED & LEICESTER COMMERCIAL BANK
Bootle
Merseyside
G1R 0AA
United Kingdom

Account Name: ACADEMY OF ORIENTAL CUISINE Ltd

Account Number: 0546 3203

Bank Sorting Code: 72-00-00

When you pay by bank transfer please add £10 top the fee cover the exchange rate charged. Please remember to include all bank charges.

2) By Cheque: Cheques are to be made payable to the Academy of Oriental Cuisine LTD in GBP (POUNDS STIRLING) Course bookings will be confirmed when cheques have cleared in full.

3) By Credit Card: Please give the card number, expiry date and a written statement to authorise us to take the money.

4) By Cash:

NOT INCLUDED IN THE TUITION FEES: Travel, Health or Personal Insurance External Examination Fees, Stationary, Accommodation and Bank Transfers.

If payments are paid on the agreed dates then the entire outstanding amounts must be paid immediately. If payment is not made the course will be cancelled and learners must enter any new course as a new enrolment.

All learners must inform the Academy of Oriental Cuisine of any changes of personal circumstances in particular change of address, telephone number and e-mail address.

Any learners who deliberately damage the property of Academy of Oriental Cuisine will b held responsible and must rectify any damage. Learners must follow the fire and safety rules of Academy of oriental Cuisine. Failure to do so may result in expulsion. Learners must behave in a respectful, courteous manner towards other learners and staff. Failure to do so may result in expulsion.

The Academy of Oriental Cuisine ltd is registered in England and Wales.
Company Number 2917516.

The Academy does not accept responsibility for:

- any property, personal possessions, vehicles, cash, credit cards or the like owned or in possession of the learner.
- any accident, loss or damage (including sickness and disease)
- and any consequential losses thereof to any persons whatsoever caused. in sensitive matters pertaining to the disclosure of a learner's emotional, physical, psychological or moral welfare the Academy will, wheresoever possible, respect the learner's right to confidentiality. the Academy will take all reasonable steps to ensure the emotional and physical health, safety, moral welfare
- and reasonable educational progress of the learner, but will not be held legally, financially or consequentially liable for:
- the learner's unwillingness, failure or inability to study or achieve academic expectations or exam results
- the learner's incorrect, inappropriate or illegal actions/behaviour or interaction/behaviour with other learners,
- anyone or anything else whether occurring on Academy premises or not the Academy's failure to react appropriately to the learner's medical, educational, physical, psychological or
- emotional needs unless the same has been previously disclosed in writing to the Head Teacher by the parents and
- thereafter by the receipt by the parents or guardian of an agreed plan of action from the Head Teacher.

At any time the Academy reserves the right, without prior notice or provision of a reason (if necessary) to:-

- suspend, exclude, expel or remove a learner and/or
- change the basis (be it financial or otherwise) on which the learner commences or continues education and/or
- vary or cease the provision of education, where the learner fails to conform, adhere to the expected standards
- including (but not limited to) behaviour, moral welfare, dress/appearance. Education, health, Academy Rules,
- codes of practice or conduct regardless of whether the failure occurs during term time or upon the Academy premises.