

Please read carefully the terms and conditions before enrolling.

## General Conditions

Book directly on our website [www.lacunza.com](http://www.lacunza.com) by going to "book now" or email us at [info@lacunza.com](mailto:info@lacunza.com). Include a photocopy of your passport or ID card. Please take into account starting dates for beginners and public holidays.

You must include a 200€ deposit which can be made via credit card or bank transfer.

On receipt of your deposit we will reserve your Spanish course and accommodation and send you the confirmation, the Student Manual with detailed information about the city and the school as well as the remaining balance by email or post.

No less than 10 working days before the course starts, and with the remaining balance fully paid, we will send you information about your accommodation and how to get to your allocated accommodation and the school.

### LAST MINUTE ENROLLMENTS

Students who enroll less than 20 working days before the course starts **must pay the full amount on enrollment.**

### HOW TO PAY

Payment is accepted in Euros only and must be received by Lacunza IH 20 days prior to the course starting date.

1. Bank transfer

**Account Name: LACUNZA IH SAN SEBASTIÁN**

**Bank: BANCO BILBAO VIZCAYA ARGENTARIA (BBVA)**

**Address: C. Urbieta, 21 - E 20006 San Sebastián - Spain**

**Bank Sort Code: 0182.0307.14**

**Account Number: 0200 528100**

**BIC/SWIFT Code: BBVAESMMXXX**

**IBAN: ES30 0182 0307 1402 0052 8100**

Bank charges and fees must be paid by the student. Please state your full name and starting date of course in the transfer details.

2. Credit card

If you have paid the deposit by credit card, Lacunza IH needs additional authorization to charge the remaining fees.

### ENROLLMENT CANCELATIONS

**20 WORKING DAYS OR MORE BEFORE THE COURSE STARTS:** Lacunza IH will refund the full payment less the deposit (200€) which can be used to book another course in the same calendar year.

**19 WORKING DAYS OR LESS BEFORE THE COURSE STARTS:** The student will be required to pay for two weeks of the course and accommodation (if booked).

**ACCOMMODATION CANCELATIONS:** Cancellations for **ACCOMMODATION ONLY** must be received at least 14.

**DAYS BEFORE YOUR BOOKED DATE.** The school will reimburse the outstanding amount that has not been used, less 15% of the total amount for administration charges.

Students who start but do not finish their course **will not be reimbursed any course and accommodation fees.**

### CANCELTION INSURANCE

We recommend taking out course cancellation insurance to protect you in the event of unforeseeable incidents. Please contact us for prices.

### PUBLIC HOLIDAYS 2019

The school is closed and no classes will be given on the following public holidays: 01/01, 21/01, 19/03, 19/04, 22/04, 01/05, 25/07, 31/07, 15/08, 12/10, 01/11, 06/12, 24/12, 25/12

**During any week that has a public holiday in it the classes start at 9am instead of 9.30am to compensate for hours lost.**

### HEALTH INSURANCE

Citizens and residents of the European Community are insured through the Spanish social security against accident and illness. Please make sure you receive your European Health Insurance Card (HIC) before arriving in Spain.

All other international students should take out a health/travel insurance policy that is valid in Spain.

### VISAS

If you request an official Confirmation of Enrolment Certificate (carta de invitación) (from Lacunza IH for a course duration of 4 weeks or more, you must pay 50% of the total course before the certificate is issued.

**CANCELATIONS:** Once the visa has been issued, there is NO REFUND for cancelled courses.

**MODIFICATIONS:** Once the visa has been issued, you cannot change the course to attend for fewer weeks. If you attend less weeks than stated on the visa NO REFUND will be given.

### TRANSFERS

Upon request we can organise a private arrival transfer service from nearby airports (San Sebastian, Bilbao, Biarritz) or train stations (Irún or Hendaya) to San Sebastian for individuals or groups. Send us your **flight number, airport, and day and time of your arrival** at least 10 days in advance. If you do not, we uphold the right to cancel the service without a refund. The students will be brought directly to their accommodation.

### ACCOMMODATION CONDITIONS

Accommodation is booked from the Sunday before the course begins to the Saturday after the course ends. Extra nights may be available (extra cost) and can be booked on Saturday (arrival) or Sunday (departure). Accommodation on Sunday will be available from 18:00 onwards. If you arrive before 18:00, please let us know so that we can notify the host. Students in shared apartments must pay a 150€ housing deposit which is returned at the end of their stay if there is no damage to the apartment.

All accommodation includes sheets but students must bring towels. All accommodation is located within 5 to 30 minutes from the school either by walking or by public transport. Shared apartments are either with other Lacunza IH students or with San Sebastian residents. Please note accommodation high and low season prices.

Special conditions apply for our private apartments. Please contact us.

Change of host family will only be admitted under extenuating circumstances which will include if the family is not meeting the school's expectations in accommodating the student. If the student wishes to change for personal reasons (better location, is not communicating with the family, etc), they will be charged a 50€ change fee and the ability to change is pending on host family availability.

### ADDITIONAL CONDITIONS

The school reserves the right to expel students whose behavior is unacceptable, disruptive or preventing the smooth running of the course. This also applies to the behavior in the accommodation provided by the school.

Students must attend all classes and dedicate at least 30 minute per day to homework to ensure that the class progresses.

If there are not enough students to form a group for a certain level or course, the school will find an equivalent solution.

Reduced prices for long term stays only apply when the course weeks are continuous and full payment is received before the course starts.



## CALENDAR

### JANUARY

M	T	W	T	F	S	S
		01	02	03	04	05
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### FEBRUARY

M	T	W	T	F	S	S
					01	02
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

### MARCH

M	T	W	T	F	S	S
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### APRIL

M	T	W	T	F	S	S
01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### MAY

M	T	W	T	F	S	S
		01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### JUNE

M	T	W	T	F	S	S
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### JULY

M	T	W	T	F	S	S
01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### AUGUST

M	T	W	T	F	S	S
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### SEPTEMBER

M	T	W	T	F	S	S
					01	
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### OCTOBER

M	T	W	T	F	S	S
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### NOVEMBER

M	T	W	T	F	S	S
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### DECEMBER

M	T	W	T	F	S	S
						01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## Spanish Courses

## DATES & FEES

# 2019

## Starting Dates

Group courses will run from **January 7<sup>th</sup>** until **December 20<sup>th</sup>**.

Office only

24/12/18 - 04/01/19 // 08.30 AM - 04.30 PM

### INTENSIVE COURSES

• Starting dates for beginners: 07/01, 04/02, 04/03, 01/04, 06/05, 20/05, 03/06, 17/06, 01/07, 15/07, 29/07, 05/08, 19/08, 02/09, 07/10, 04/11, 02/12

### TRIMESTER COURSES

07/01 - 29/03, 01/04 - 21/06, 01/07 - 20/09, 30/09 - 20/12

### SPECIALIZED COURSE

METHODOLOGY & CULTURE  
22/07 - 02/08, 05/08 - 16/08

TEACHER TRAINING COURSE

04/03 - 29/03, 01/07 - 26/07, 04/11 - 29/11

LACUNZA SUMMER CAMP

23/06 - 27/07

JUNIOR SUMMER COURSE

03/06 - 30/08

• Starting dates for beginners: 03/06, 01/07, 05/08

### EXAM PREPARATION COURSES DELE

14/01 - 07/02, 29/04 - 24/05, 17/06 - 11/07, 09/09 - 03/10  
28/10 - 22/11

**DELE EXAM:** 08/02, 25/05, 12/07, 04/10, 23/11

### BUSINESS SPANISH & CHAMBER OF COMMERCE EXAM

Exam optional. The test can be done at school. Available levels are B2, C1 and C2.

### PUBLIC HOLIDAYS

01/01, 21/01, 19/03, 19/04, 22/04, 01/05, 25/07, 31/07, 15/08, 12/10, 01/11, 06/12, 24/12, 25/12

Dates marked with a yellow circle in the calendar

### SUMMER SUPPLEMENT - COURSES

01/07 - 23/08

### SUMMER SUPPLEMENT - ACCOMODATION

02/06 - 14/09



+34 943 326 680 / [info@lacunza.com](mailto:info@lacunza.com)

[www.lacunza.com](http://www.lacunza.com)

Enrollment fee for all courses: 60 €

## INTENSIVE COURSE (17+ YEARS OLD)

	PRICE PER WEEK 1 to 3 weeks	PRICE PER WEEK 4 to 7 weeks	PRICE PER WEEK 8 to 11 weeks	PRICE PER WEEK 12 to 19 weeks	PRICE PER WEEK more than 20 weeks
<b>Intensive 20*</b> 20 group general Spanish lessons	175 €	162 €	148 €	138 €	128 €
<b>Intensive 20+ 5</b> 20 group general Spanish lessons + 1 private lesson a day	300 €	287 €	273 €	265 €	255 €
<b>Intensive 20+10</b> 20 group general Spanish lessons + 2 private lessons a day	415 €	400 €	388 €	380 €	370 €
<b>Intensive 30</b> 20 group general Spanish lessons + 10 lessons in a mini group**	265 €	252 €	240 €	230 €	220 €

\* (4 - 12 students per group. 9:30 - 11:00 + 11:30 - 13:00).

\*\* (Mini group = between 3 and 8 students. If there are 2 students, the classes are reduced to 1 hour. If there is 1 student this is changed to a 45 minute individual class).

One lesson = 45 minutes

Summer Course supplement: 35 € / week

## ONE TO ONE

	ONE LESSON	20 LESSONS
<b>One to one</b>	36 €	700 €
<b>Two to one</b>	22 €	440 €
<b>Three to one</b>	18 €	360 €
<b>Four - six to one</b>	16 €	320 €

## DELE PREPARATION COURSE

A2 - B1 - B2 - C1	PRICE PER WEEK
4 weeks	252 €

(Exam fees not included - we also cannot enrol students for the exam)

Summer Course supplement: 35 € / week

Check levels per exam date

## SPECIFIC COURSES

	PRICE PER WEEK
<b>IH Combination Course</b>	Starting from 165 €
<b>BS / Business Spanish &amp; Chamber of Commerce Exam</b>	
Intensive 20+5	300 €
Intensive 20+10	415 €
*(Minimum 2 weeks classes) *(Exam fees not included)	
<b>EXEC / Executive Spanish</b>	1.685 €
<b>MC / Methodology &amp; Culture</b>	
2 weeks	530 €
<b>TT / Teacher Training Course</b>	
4 week course	1.220 €
<b>JSC / Junior Summer Course (14-17 year olds)</b>	
Spanish Course	340 €
<b>LSC / Lacunza Summer Camp (7-15 year olds)</b>	
*(Price for 2 weeks) Half Day / Day Camp / Overnight	370 €* / 660 €* / 1.200 €*

## ACTIVITY COURSES

<b>Surfing - 5 lessons</b> (Monday to Friday) ADULTS ONLY	88 €
<b>Surfing - 2 lessons</b> (Tuesday & Thursday) JUNIORS ONLY	68 €
<b>Kayak - 2 lessons</b> (Tuesday & Thursday)	48 €
<b>SUP - 2 lessons</b> (Tuesday & Thursday)	48 €
<b>Yoga - 2 lessons</b> (Beginners: Monday & Wednesday / Advanced: Tuesday & Thursday)	30 €
<b>Cooking course: 1 lesson</b> + Dinner in a private gastronomic society	60 €
<b>Introduction to latin dacing</b>	15 €

Accommodation fee for all housing: 50 €

## TRIMESTER COURSE

Starting dates:	PRICE	DURATION
<b>Jan 07/Mar 29</b>	1.440 € (120 € per week)	12 weeks
<b>Apr 01/Jun 21</b>	1.440 € (120 € per week)	12 weeks
<b>Jul 01/Sep 20</b>	1.720 €* (143 € per week)	12 weeks
<b>Sep 30/Dec 20</b>	1.440 € (120 € per week)	12 weeks

\* Includes summer supplement

## TRIMESTER HOUSING

Starting dates:	SINGLE	DOUBLE
<b>Jan 06/Mar 30</b>	1.460 €	900 €
<b>Mar 31/Jun 22</b>	1.460 €	900 €
<b>Jun 30/Sep 21</b>	1.848 €	1.008 €*
<b>Sep 29/Dec 21</b>	1.460 €	900 €

\* Includes summer supplement

## HOST FAMILY

Note: 25€ p/week suplement for special diets

	SINGLE ROOM PRICE PER WEEK	EXTRA NIGHT	DOUBLE ROOM* PRICE PER WEEK	EXTRA NIGHT
<b>Jan 01/Jun 01 - Sep 15/Dec 31</b>				
Bed & Breakfast	183 €	34 €	128 €	27 €
Half Board	241 €	44 €	169 €	30 €
Full Board	301 €	54 €	224 €	38 €
/+Private ensuite	42 €			
<b>Jun 02/Sep 14</b>				
Bed & Breakfast	203 €	40 €	148 €	32 €
Half Board	261 €	52 €	189 €	35 €
Full Board	321 €	63 €	244 €	43 €
/+Private ensuite	45 €			

\*only for students coming together, prices are per person

Long stay discounts (13+ consecutive weeks): -10 € per week

## SHARED APARTMENTS

	PRICE PER WEEK	EXTRA NIGHT
<b>Jan 01/Jun 01 - Sep 15/Dec 31</b>		
Single room	135 €	30 €
/+Private ensuite	43 €	-
Shared room*	85 €	21 €
<b>Jun 02/Sep 14</b>		
Single room	182 €	39 €
/+Private ensuite	46 €	-
Shared room*	130 €	28 €

\*only for students coming together, prices are per person

Long stay discounts (13+ consecutive weeks): -10 € per week

## PRIVATE APARTMENTS

	LOW SEASON		HIGH SEASON	
	FROM	UP TO	FROM	UP TO
<b>Medium Standard</b>	1.166 €	1,908 €	1,908 €	2,650 €
<b>High Standard</b>	1.908 €	2,650 €	2,650 €	3,710 €

\*Prices based on a 2 week stay

## STUDENT RESIDENCE

	SINGLE ROOM WITH BATHROOM		DOUBLE ROOM WITH BATHROOM	
	PRICE PER WEEK	EXTRA NIGHT	PRICE PER WEEK	EXTRA NIGHT
<b>Jan 01/Jun 01 - Sep 15/Dec 31</b>				
With bed& breakfast	248 €	45 €	206 €	41 €
Half board	318 €	55 €	275 €	51 €
<b>Jun 02/Sep 14</b>				
With bed& breakfast	290 €	55 €	246 €	48 €
Half board	382 €	66 €	330 €	60 €

## TRANSFERS

	PRICE PER WAY AND PERSON		
	ONE PERSON	TWO PEOPLE	THREE PEOPLE
<b>San Sebastian Airport</b>	56 €	32 €	27 €
<b>Bilbao Airport</b>	126 €	77 €	57 €
<b>Biarritz (FRANCE) Airport / Train Station</b>	86 €	52 €	39 €
<b>Irun - Hendaye (FRANCE) Train Station</b>	58 €	32 €	27 €
<b>Minor's escort for arrivals</b>	20 €		
<b>Minor's escort for departures</b>	50 €		

## PARKING SERVICES

<b>Parking service at the school - one week</b>	42 €
<b>Parking service at the school - 4 consecutive weeks</b>	138 €