

COURSES FOR ADULTS

Registration fee: 50 euros

No books or additional course material to buy
 Free Wi-Fi connection.

«**DIPLÔME DE LANGUE ET CULTURE FRANÇAISES**» **DIPLOMA** Exam fees + Diploma : 50 euros

Courses are indicated in 'hours' (60 minutes) and 'lessons' (45 minutes)

INTENSIVE COURSES (OPEN ALL YEAR ROUND)

INTENSIVE COURSE 'A' (26 lessons - 20 h/week)

1 to 4 weeks	370 euros/week
5 to 8 weeks	350 euros/week
9 to 12 weeks	330 euros/week
13 weeks or more	320 euros/week

MORNING SEMI-INTENSIVE COURSE 'AM1' (20 lessons - 15 h/week)

1 to 4 weeks	350 euros/week
5 to 8 weeks	330 euros/week
9 to 12 weeks	310 euros/week
13 weeks or more	290 euros/week

INTENSIVE COURSE 'B' (30 lessons - 23 h/week)

1 to 4 weeks	400 euros/week
5 to 8 weeks	380 euros/week
9 to 12 weeks	360 euros/week
13 weeks or more	340 euros/week

INTENSIVE COURSE 'C' (34 lessons - 26 h/week)

1 to 4 weeks	430 euros/week
5 to 8 weeks	410 euros/week
9 to 12 weeks	390 euros/week
13 weeks or more	370 euros/week

INTENSIVE COURSE 'D' (38 lessons - 29 h/week)

1 to 4 weeks	470 euros/week
5 to 8 weeks	450 euros/week
9 to 12 weeks	430 euros/week
13 weeks or more	410 euros/week

INTENSIVE COURSE 'G' (42 lessons - 32 h/week)

1 to 4 weeks	500 euros/week
5 to 8 weeks	480 euros/week
9 to 12 weeks	460 euros/week
13 weeks or more	440 euros/week

INTENSIVE COURSE 'E' (46 lessons - 35 h/week)

1 to 4 weeks	530 euros/week
5 to 8 weeks	510 euros/week
9 to 12 weeks	490 euros/week
13 weeks or more	470 euros/week

FRENCH CULTURE AND CIVILISATION COURSE

Intensive course A + 8 French Culture and Civilisation lessons **(34 lessons - 26 h/week)**

1 to 4 weeks	430 euros/week
5 to 8 weeks	410 euros/week
9 to 12 weeks	390 euros/week
13 weeks or more	370 euros/week

ORAL COMMUNICATION COURSE

Intensive course A + 8 Oral Communication lessons

(34 lessons - 26 h/week)

1 to 4 weeks	430 euros/week
5 to 8 weeks	410 euros/week
9 to 12 weeks	390 euros/week
13 weeks or more	370 euros/week

GRAMMAR AND WRITING COURSE

Intensive course A + 12 Grammar and Writing lessons **(38 lessons - 29 h/week)**

1 to 4 weeks	470 euros/week
5 to 8 weeks	450 euros/week
9 to 12 weeks	430 euros/week
13 weeks or more	410 euros/week



FORUM ACCORD SAS • Ecole ACCORD

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<https://www.accord-langues.com/>

info@accord-langues.com



EXAM PREPARATION COURSES

• DELF and DALF

- ABITUR
- A / AS Level
- I.L.C. (Irish Leaving Certificate)

• Program D1: Intensive course A + 2 afternoon sessions (34 lessons – 26 h/week)

1 week **430 euros/week**
2 weeks or more **410 euros/week**

• Program D2: Program D1 + one afternoon lesson (38 lessons – 29 h/week)

1 week **450 euros/week**
2 weeks or more **430 euros/week**

• Program D3: Program D1 + 3 one to one lessons (38 lessons – 29h/week)

1 week **650 euros/week**
2 weeks or more **600 euros/week**

AFTERNOON COURSES

SEMI-INTENSIVE FRENCH COURSE 'PM 1'
(20 lessons - 15h/week)
open to all levels of French - from 14h to 17h

1 to 4 weeks **250 euros/week**
5 to 8 weeks **230 euros/week**
9 to 12 weeks **210 euros/week**

13 to 24 weeks **200 euros/week**
25 weeks or more **190 euros/week**

INTENSIVE FRENCH COURSE 'PM 2'
(26 lessons - 20h/week)
open to all levels of French - from 14h to 17h
and from 17h15 to 18h15

1 to 4 weeks **270 euros/week**
5 to 8 weeks **250 euros/week**
9 to 12 weeks **230 euros/week**

13 to 24 weeks **220 euros/week**
25 weeks or more **200 euros/week**

AFTERNOON LESSONS open to all levels of French - from 14h to 17h

Monday: Oral communication / French Culture and Civilisation
Tuesday: Writing and Grammar / Exam preparation lessons
Wednesday: Writing and Grammar
Thursday: Writing and Grammar / Exam preparation lessons
Friday: Oral communication / French Culture and Civilisation

FRENCH CULTURE AND CIVILISATION LESSONS
(8 lessons - 6 h/week / 2 afternoons)

1 to 4 weeks **150 euros/week**
5 to 8 weeks **140 euros/week**
9 weeks or more **130 euros/week**

GRAMMAR AND WRITING LESSONS
(12 lessons - 9 h/week / 3 afternoons)

1 to 4 weeks **190 euros/week**
5 to 8 weeks **180 euros/week**
9 weeks or more **170 euros/week**

ORAL COMMUNICATION LESSONS
(8 lessons - 6 h/week / 2 afternoons)

1 to 4 weeks **150 euros/week**
5 to 8 weeks **140 euros/week**
9 weeks or more **130 euros/week**

EXAM PREPARATION LESSONS
(8 lessons - 6 h/week / 2 afternoons)

1 to 4 weeks **190 euros/week**
5 to 8 weeks **180 euros/week**
9 weeks or more **170 euros/week**

SPECIALITY COURSES

'BUSINESS FRENCH' IN MINI GROUP (42 lessons - 32 h/week)

Intensive French course 'A' + 12 h Business French
in mini group with max 3 students per class

1 week only **920 euros**
2 weeks or more **840 euros/week**
Business French lessons only **810 euros/week**

Intensive 'A' PLUS program (one to one lesson = 60 minutes)

course A + 5 one to one lessons **820 euros/week**
course A + 10 one to one lessons **1 300 euros/week**
course A + 20 one to one lessons **2 200 euros/week**

Intensive 'C' PLUS program (one to one lesson = 60 minutes)

course C + 5 one to one lessons **960 euros/week**
course C + 10 one to one lessons **1 500 euros/week**

Executive Program (40 lessons- 30 h/week)

Program including 5 lunches with the teacher (Monday to Friday)

With lunches : **4 200 euros/week**
Without lunches : **2 900 euros/week**

LEGAL FRENCH IN MINI GROUP (one week course: 42 lessons - 32 hours)

Intensive French course 'A' + 12 h "French and Law" in mini
group with max 3 students per class

Fees **920 euros**
French and Law lessons only **810 euros**

Intensive 'B' PLUS program (one to one lesson = 60 minutes)

course B + 5 one to one lessons **850 euros/week**
course B + 10 one to one lessons **1 400 euros/week**
course B + 20 one to one lessons **2 300 euros/week**

One to one tuition (lessons of 60 minutes) (afternoon only)

4 to 10 lessons per week **120 euros/lesson**
11 lessons per week or more **100 euros/lesson**

Manager Program (20 lessons – 15 h/week)

Afternoon course **1 350 euros/week**

2023 COURSE DATES

Intensive courses

Afternoon courses PM1 and PM2

Afternoon lessons

Morning semi-intensive course AM 1

Exam Preparation courses - DELF, DALF, Abitur, A/AS level, ILC

Intensive PLUS courses

Business French in mini groups

Starting dates for all levels, except complete beginners :
any Monday (except April 10th, May 1st, May 8th. Start dates
are Tuesdays)

Calendar for beginners : January 9th, February 6th, March 6th,
April 3rd, May 9th, June 5th, July 3rd, July 17th, August 7th, September 4th,
October 2nd, November 6th 2023.

French and Law (one week program)

Dates : March 13th to 17th, April 17th to 21st, June 12th to 16th,
October 16th to 20th 2023.

Public holidays

Lessons will not take place on the following public holidays.
They are not compensated and are non-refundable.

The school will be closed :

April 10th, May 1st, May 8th, May 18th, July 14th,
August 15th, November 1st,
and from Saturday December 16th 2023 to
Sunday January 7th 2024 included.

The school will open on Monday January 8th 2024.

ACCOMMODATION AND TRANSFER

DATES OF STAY Arrivals on Sundays, departures on Saturdays

Additional nights possible in host families and residences (on request)

Administration fee to select and book accommodation: 80 euros

"Taxe de séjour" (Occupancy tax)

Since July 1st 2015 all clients staying in a hotel, residence or aparthotel in Paris have to pay an occupancy tax. This tax is per night and per person. It can't be paid in advance, and it has to be paid at the reception on arrival.

ALL YEAR ROUND

HOST FAMILY, IN SINGLE ROOM - ALL LOCATED IN PARIS 'INTRA MUROS'

No "Taxe de séjour" (Occupancy tax) to be paid. **Price per week**

Supplement for special diets (e.g. a vegan, gluten-free, lactose intolerance, etc.): 80€ per week per student

Single room without breakfast :	260 euro	extra night: 50 euro
Single room with breakfast :	300 euro	extra night: 65 euro
Single room with breakfast + access to kitchen :	320 euro	extra night: 70 euro
Single room with 2 dinners (Sunday + Monday) :	330 euro	extra night: 75 euro
Single room with half-board (breakfast + dinner) :	380 euro	extra night: 85 euro
VIP Single room with half-board (*):	450 euro	extra night: 95 euro
(*) VIP single room: single room with en-suite shower and half board (breakfast + dinner)		

*** STAYCITY APARTHOTEL SAINT-MARTIN - GARE DE L'EST

Located nearby the Saint-Martin canal. Studio with TV, free Wi-Fi, kitchenette, private bathroom and toilets. Breakfast and meals not included.

"Taxe de séjour" (Occupancy tax) to be paid direct by the student at the residence reception on arrival. Price: 850 euro per week

** AU PACIFIC TOUR EIFFEL HOTEL

At walking distance of the school - 2 weeks booking minimum. Studio with TV, free Wi-Fi, kitchenette, private bathroom and toilets. Breakfast and meals not included.

"Taxe de séjour" (Occupancy tax) to be paid direct by the student at the residence reception on arrival. Price: 810 euro per week (2 weeks booking minimum)

*** APARTHOTEL ADAGIO MAISONS-ALFORT

Studio with TV, free Wi-Fi, kitchenette, private shower room and toilets. Breakfast and meals not included.

No "Taxe de séjour" (Occupancy tax) to be paid. Price : 620 euro per week

*** APARTHOTEL ADAGIO ACCESS PARIS-REUILLY

Studio with TV, free Wi-Fi, kitchenette, private bathroom and toilets. Breakfast and meals not included.

"Taxe de séjour" (Occupancy tax) to be paid direct by the student at the residence reception on arrival. Price: 880 euro per week

HOTEL

A wide choice of 2** to 4**** hotels located near the school is available.

"Taxe de séjour" (Occupancy tax) to be paid direct by the student at the hotel reception on arrival. Prices and availability on request

*** Hôtel Relais Saint Charles (highly recommended)

*** Europe Hôtel Paris Tour Eiffel

*** Art Hotel Eiffel

*** Hôtel de l'Avre

*** Printania Grenelle Eiffel

**** Hôtel Ares Eiffel

*** Hôtel Grenelle

*** Hôtel Tourisme Avenue

**** Hôtel Gustave

Hotels within a budget of less than 100 euro/night and all near the school: Prices and availability on request

*** Hôtel Eiffel Capitot - 9 rue Viala

** Hôtel Eiffel XV - 13 rue Viala

*** Hôtel Beaugrenelle Tour Eiffel - 15 rue Viala

Hôtel Duplex - 4 rue de Lourmel (near rue Viala)

FURNISHED APARTMENTS

LODGIS: <https://www.lodgis.com/>
Adagio appart'hotels: <https://www.adagio-city.com/>
Prices and availability on request

"TAXE DE SÉJOUR" (OCCUPANCY TAX)

Since July 1st 2015 all clients staying in a hotel, residence or aparthotel in Paris have to pay an occupancy tax the day of their departure. This tax is per night and per person (this means that a family of 3 booking an Adagio aparthotel will have to pay three times that tax every night). It can't be paid in advance and it has to be paid at the reception on arrival.

SUMMER RESIDENCES (JULY AND AUGUST)

DATES OF STAY Arrivals on Sundays, departures on Saturdays

Additional nights possible (on request)

Administration fee to select and book accommodation: 80 euros

'MAISON DES MINES' HALLS OF RESIDENCE

Breakfast and meals not included.

Non cancellable, non changeable, non refundable after room is booked.

"Taxe de séjour" (Occupancy tax) to be paid direct by the student at the residence reception on arrival. Single room (room only, shower and toilet on the same floor): 430 euro/week

'LEJEUNE' HALLS OF RESIDENCE

Breakfast and meals not included.

"Taxe de séjour" (Occupancy tax) to be paid direct by the student at the residence reception on arrival. Single room (room with shower and toilet): 480 euro/week

**** ADAGIO PORTE DE VERSAILLES SERVICED APARTMENTS

Studios, 2 and 3 room apartments (up to 4 and to 6 persons). Studio and apartments with TV, kitchenette, private bathroom and toilets. Breakfast and meals not included.

"Taxe de séjour" (Occupancy tax) to be paid direct by the student at the residence reception on arrival. This tax is per night and per person (this means that a family of 3 booking at an Adagio aparthotel will have to pay three times that tax every night). Prices on request.

TRANSFERS

Personalised transfer to the accommodation by car.

A driver is waiting for you at your arrival and drop you at your accommodation

From Paris airport (*): one way transfer : 190 euro
return transfer : 290 euro
(*) from Orly or Roissy Charles de Gaulle airports only.
For Beauvais airport, price on request.

From Paris train station : one way transfer : 120 euro
return transfer : 190 euro

TERMS AND CONDITIONS

Course Registration

There are several ways for you to book your ACCORD course:

- **Online** on <https://www.accord-langues.com/>
- By post: send your booking form to ACCORD, 3bis rue Jean-Pierre Bloch, 75015 Paris
- **By email: send your registration form to info@accord-langues.com**

Once we receive your registration form duly completed, our Registrations Department will send you all the confirmation documents, including invoice, etc. by email once your payment has been received.

We have a registration fee of 50 euros when you book a course.

For payment by bank transfer, please attach a copy of the bank transfer order to your registration form. Please also add 10 euros to cover bank charges (50 euros for non-European countries). Please also don't forget to state the name and surname of the student and the course dates.

You must be at least 16 years old to book a course for adults.

Accommodation registration

We charge 80 euros for finding and organising your accommodation. This fee is payable on registration. In case of cancellation this fee is non-refundable.

If you choose to change your accommodation during your stay, you must pay the 80 euros booking fee again.

If you have not booked accommodation through the school and you decide to change accommodation during your stay, you must pay a 150 euros administration fee.

For students aged 16 to 18: the school can arrange accommodation but only with a host family on a half-board basis as residences, apart hotels and hotels do not accept students under the age of 18 if unaccompanied by an adult. Please note that other host family options than half-board basis are not available for under 18 y.o. students.

Booking confirmation

After you have booked and once payment has been received, you will receive by email your booking confirmation documents and an invoice. All courses and accommodation fees are due and must be paid in full when you book your stay.

Students who have not paid before the course start date will not be allowed to go to class.

Students under 18

Students aged 16 to 18 must return a parental discharge form. The school will send it with the booking confirmation documents. It will ask for:

- the contact details of the next of kin (in case of emergency),
- the hours allowed out in the evening (if hours are not indicated by the parents, the minor will not be allowed to go out after dinner),
- authorisation to proceed with any necessary medical and/or surgical intervention,
- insurance for the length of the stay (see: Insurance).

For students aged 16 to 18, the school can arrange accommodation but only with a host family on a half-board basis as residences, apart hotels and hotels do not accept students under the age of 18 if unaccompanied by an adult. Other host family options are not available for under 18 y.o. students. A parental discharge form for the homestay will also need to be completed by the parents.

Please note that for bookings of students aged 16 to 18, the School and host family will not in any way be held responsible for students' actions outside the school and the host family throughout the duration of the students' stay.

Visa

If you wish to stay for over 3 months and you are a national of a non-EU member country, you must request a long stay visa (or long term student visa).

In order to receive a booking confirmation, you must pay for all course and accommodation fees when booking. We only accept payment by bank transfer. Payments by credit card are not accepted for long stays.

You can also receive a **pre-booking certificate** if you pay a non-refundable deposit of 500 euros.

We only accept payment by bank transfer. Payments by credit card are not accepted.

If your visa is refused there is no refund of this deposit.

Cancellation

If you paid the non-refundable deposit and if your visa is refused, there is no refund of the deposit.

If you paid in full and if your visa is refused, ACCORD will refund the amount received in full minus 250 euros in administration fees and 50 euros in bank charges.

In order to get the refund you must send us the **original refusal letter from the French Embassy**. We can only accept original documents from the French Embassy (no copies or photocopies are accepted).

The school makes refunds by bank transfer only.

In case you cannot come for medical reasons, we will postpone your stay for a period of 12 months on receipt of your doctor's certificate. **We can only accept original documents** (no copies or photocopies are accepted). The school will not offer any refund.

Cancellation conditions

If you cancel your stay more than 4 weeks before your course is due to start: ACCORD will refund you 50% of the payment received minus 250 euros in administration fees and 50 euros in bank charges (10 euros for EU nationals).

If you cancel your stay 3 or 4 weeks before your course is due to start (Monday for the course, Sunday if you have requested accommodation): ACCORD will refund you 40% of the payment received minus 250 euros in administration fees and 50 euros in bank charges (10 euros for EU nationals).

If you cancel your stay 1 or 2 weeks before your course is due to start (Monday for the course, Sunday if you have requested accommodation): ACCORD will refund you 20% of the payment received minus 250 euros in administration fees and 50 euros in bank charges (10 euros for EU nationals).

No refund is available after the course or stay starting date (Monday if you have booked a course, Sunday if you have booked a course and accommodation with ACCORD).

ACCORD will only refund by bank transfer.

If ACCORD has to cancel a course, you will be refunded for the payment received in full if you don't accept another date or special offer made by ACCORD.

In case ACCORD has to close the school due to a case of "force majeure", state of emergency or a governmental decision, ACCORD will offer to postpone all courses for 18 months at no extra cost. If you refuse to postpone your course, you will get a refund in accordance with the above cancellation conditions or the French government instructions.

Lateness

So as not to disturb class, students who arrive over 10 minutes late will have to wait until break time to join their class.

In some cases, the Teaching Staff may allow students to join the class.

Absence – Interrupted training

By booking with ACCORD you commit to attending classes and respecting the school's Rules and Regulations. In case of absence during class time (excluding absence due to medical reasons and on presentation of a doctor's note), the School will not refund or compensate for lessons you have missed.

If you stop or interrupt your course and/or your stay in France of your own free will, the School will not refund or compensate.

Any unjustified absence will mean the loss of the lesson(s) missed. Request to be absent must be submitted in writing (by email) at least 5 working days in advance and is subject to the School Director's approval. Any absence request not approved by the School Director will mean the loss of the lesson(s) missed.

The School will allow "long stay students" to take a one week-break for every 12 weeks of lessons booked. Students wishing to take a break during the course must submit a request in writing (by email) at least 10 working days in advance and is subject to the School Director's approval. Any break request not approved by the School Director will mean the loss of the lesson(s) missed.

Behaviour

In case of bad or abnormal behaviour, ACCORD has the right to dismiss the student at any time, with no refund or compensation.

Image use

ACCORD may take photos of the students to be included in promotional material (brochures, websites, catalogues, etc.) unless the student or his/her parents say otherwise. Therefore students and parents who do not wish to have their photos taken must state their refusal when booking.

Claims

Only the school's management has the authority to make the decision to refund or postpone missed courses.

Claimants must send their claim to FORUM-ACCORD by registered mail to:

FORUM-ACCORD SAS, 3bis rue Jean-Pierre Bloch, 75015 Paris, France

Claimants must also send their claim during the week following the end of the course.

Finally, in case of litigation the parties agree that only the Paris Courts will have jurisdiction over the case.

Insurance

Students are advised to take out health insurance and civil liability insurance for the duration of their stay as ACCORD is not responsible for theft, damage, loss of student's personal effects or health related issues. Both parties agree that ACCORD School is not in any way liable in such circumstances.

The ACCORD insurance policy covers against accidents occurring on school premises, not for injuries incurred outside the school. The ACCORD insurance policy does not cover theft or damage caused to students' belongings, whether caused by the student him/herself or by a third party.

Any student under the age of 18 must send a copy of his/her insurance policy together with any document requested by the ACCORD Registration Department.

Public holidays

Lessons will not take place on the following public holidays. They are not compensated and non-refundable.

2023 Public holidays: April 10th, May 1st, May 8th, May 18th, July 14th, August 15th, November 1st.

The school will be closed from Saturday December 16th 2023 to Sunday January 7th 2024 included. The school will open on Monday January 8th 2024.

PAYMENT

After receiving your booking form, you will receive a confirmation email with the various payment options available to you if you have not already paid for the booking.

Once payment is received, you will receive by email a booking confirmation with all necessary documents including an invoice.

Payment must be made in Euros.

Please see below the options available for you to make a payment and choose the option which suits you the best. If you have any questions about making a payment please contact us.

Important: However you choose to pay, please don't forget to state the name of the student and the course dates.

Please note payment for the booking must be received in full prior to the course starting date or arrival at the accommodation, if booked via the School. Any outstanding payment will mean the student will not have access to the school or his/her accommodation.

PAYMENT METHODS

- **By credit/debit card using our secure online payment system** on <https://www.accord-langues.com/>

We take all major credit/ debit cards in our secure online payment system (Visa, MasterCard, Eurocard and American Express).

Pay in monthly instalments at no extra charge: ACCORD now gives you the option of paying for your course/stay by credit card in monthly instalments at no extra charge.

You choose the number of instalments and amount you pay every month.

For further information about this new facility, please go on <https://www.accord-langues.com/>
Please note that the booking must be paid in full prior to the student's arrival in Paris / starting date at the School.

Please note that students applying for a visa to study at our school and/or booking a course for 13 weeks or more can only pay by bank transfer. Payment by credit card is not accepted.

• By Bank Transfer

For payment by bank transfer please add 10 euros to cover bank charges (50 euros for non-European countries). To allow you to make your payment by bank transfer, ACCORD Paris will send you an invoice including all necessary bank details.

Our bank details :

LCL - 14, Boulevard Poissonnière - 75009 Paris - France

Please make the transfer payable to :

FORUM ACCORD SAS

Bank code : 30002 Agency code : 00467

ACCORD - école de langues Account Number : 0000445482Y - 96

Swift code : CRLYFRPP

IBAN Number : FR67 3000 2004 6700 0044 5482 Y96

Important: However you choose to pay, please don't forget to state the name of the student, the course dates and the school's invoice number.

Please note payment for the booking must be received in full prior to the course starting date or arrival at the accommodation, if booked via the School. Any outstanding payment will mean the student will not have access to the school or his/her accommodation.