

## Terms and Conditions

### Enrolment

All enrolments are subject to the following conditions, which become legally binding on acceptance of enrolment by Magnifico Travel. All fees must be paid in full prior to the start of the course.

The company reserves the right to change the particulars of the services offered, including changes to course, locations, facilities and dates of the programmes where circumstances beyond the company's control necessitate such changes or where the number of bookings received do not reach the minimum numbers required to operate a course viably. Magnifico Travel reserves the right to change some single activities in the programme, substituting them with activities of equal value and without affecting the overall composition of the courses.

### Enrolment procedure

Step1: Please complete the Enrolment Form on our website [www.magnificocampus.com](http://www.magnificocampus.com).  
Step2: An Enrolment will only become valid when we send you written acceptance of Enrolment. We will send you our invoice for the Fees with the written acceptance of Enrolment. We reserve the right, at our discretion, to reject your enrolment form at any stage of the application process. We will inform you of this decision but we will not be obliged to provide reasons for the rejection. If any fees have been paid at this point these will be refunded to you.  
Step3: After the fees have been received by us, we will send you a final confirmation letter including your accommodation details, the supplementary manual, the letter of consent to travel, and the transfer confirmation letter. These documents may be required for entry into the UK.

### Changes to Enrolment

After your Enrolment has been confirmed by us in writing, if you want to change any details of the booking, course dates, airport transfer or type of accommodation, you must send us a request in writing setting out the change of booking. This is not always possible and we therefore reserve the right to refuse a change of booking. Magnifico Travel reserves the right to change some single activities in the programme, substituting them with activities of equal value and without affecting the overall composition of the courses.

### Cancellation Policy

Magnifico strongly recommends taking out a travel insurance policy that includes cancellation cover. In the event of cancellation, the following terms will apply:  
-if your course registration is rejected for any reason or if your visa application is refused after we have confirmed your place, no charges will be incurred and you will receive a full refund within 30 days.  
-if you wish to cancel your course, you must do so in writing at least 2 weeks prior to the start date. For this cancellation you will be charged 30% of the fee.  
-if you cancel or withdraw from your course less than 2 weeks prior to the start date, or fail to arrive, or if you cancel in writing after the start date of the course on the grounds of force majeure, full fees will be applied and there will be no refund.  
-if, for any reason, you wish to cancel your course after arrival, you must give 48 hours notice. However, please note that no refunds will be given.  
Any enrolment or airport transfer fees are non-refundable.

Postponement: you must give the summer school 4 weeks notice of any postponement of your booked course. Fees can be used to pay for a course with a later start date. Any changes will be subject to a £50 administration charge.  
The 'Course' is the period and type of course you have booked. No compensation is given for a reduction in hours or hours missed once the course has started.

### Your Obligations

You must inform us, prior to attending the Programme, if you suffer from any medical conditions or disabilities, and make inquiries whether our facilities are suitable for your individual needs.  
It is a condition of making a booking with Magnifico Travel that all students have appropriate medical and health insurance. Students must provide proof of adequate cover at enrolment.

Whilst you are a resident at one of our centres, you must abide by all rules that are in place relating to the use of the campus accommodation.  
Smoking is not permitted anywhere in the accommodation and only permitted in the designated areas indicated by appropriate signage.  
No visitors of the opposite sex are to be permitted in your room.  
You hereby agree that you will comply with any security regulations that are in force.

### Expulsion from the Programme

We reserve the right, at our discretion, to expel you as a student from the college in the following cases: you commit a serious act of misconduct including but not limited to: anti-social, threatening or violent behaviour towards our staff, a member of the public or other students; wilful damage to property (like writing graffiti or vandalism); substance or alcohol abuse; failure to comply with our policies or regulations; you act in a way likely to damage the image or reputation of your country of origin or the college.  
We have a close working relationship with the Police and will not hesitate to involve them should this be deemed necessary.

Any damage to campus property, whether it is intentional or accidental, must be paid for.

The Centre Manager reserves the right to exclude from class any student whose poor attendance or behaviour is affecting the progress of the class.  
If the summer school feels it is necessary to withdraw a student because she/he has broken the rules as laid out in the student handbook, no fees will be refunded.

If you receive notice of our decision to expel you as a student from the programme for any of the above reasons, you will no longer be permitted or entitled to attend lessons and Magnifico will immediately find and secure alternative accommodation.  
The cost of this shall be met by you or your parents or guardians, and we shall accept no responsibility for any direct, indirect or consequential losses arising upon such expulsion.

### If you have a complaint

In the unlikely event that you have a complaint against us whilst you are attending the college, you should inform a member of our staff, the Centre Manager or any other on-site Magnifico representative.  
Unless there is a valid reason why this is not possible, we will not consider ourselves liable

for any complaint not made at the time. In the event that the matter is not resolved, the student, group leader or agent should make a complaint in writing to the Magnifico Travel head office. Such complaints will be investigated in full providing that:  
-the complaint is received within one month of the termination of the course.  
-the complaint was initially registered in writing with an on-site representative or Centre Manager.  
-all invoices relating to the student making the complaint have been settled in full.

### Events outside our control

We will not be liable or responsible for any failure to perform, or delay in performance of any of our obligations under these terms or the provision of courses at the campus that is caused by an event outside our control.  
All itineraries organised by Magnifico prior to or during your stay may be subject to change due to poor weather conditions or operational factors including events outside our control. We reserve the right to alter any part of the services or itinerary included in the booking confirmation and where possible will inform you of the changes. In this circumstance no additional charges will be added to the fees and no refunds can be given for sports/activities which cannot be replaced like for like.

### How we may use your personal data

By paying the fees you agree to us collecting and using your personal data.  
This will be done in accordance with the principles set out in the data protection agreement.  
We may use the personal data we collect to enable us to provide courses at the college, and to process your payment of the fees. If you are enrolled on a course you may be requested to give your consent to the use of personal data to inform you of the other courses and activities that we provide.

We agree that where we hold your personal data we will only act on your written instructions to release it to third parties (unless we are legally required to act without your prior instruction).  
We pledge not to transfer any personal data for processing in a country outside the European Union; to ensure that everyone engaged in processing your personal data is under a strict duty of confidentiality at all times; to take appropriate measures to ensure the security of your personal data; to only engage a sub processor who is subject to a written agreement which meets all the requirements of our contract with you.

We confirm that any personal data collected by us shall be held by us only for as long as such requirement is necessary to enable us to fulfil our obligations to you, and to comply with the law and regulations applicable. Once this requirement is fulfilled, apart from that which we continue to hold with your consent, any other personal data shall be archived and shall not be processed by us.

### Other important terms

There is a one-time registration fee of £50 payable on all Young Learner courses.

A fee of £110 (return) is applicable if a student needs assistance as an unaccompanied minor.

All prices contained in this brochure are valid until 30<sup>th</sup> August 2021

