



NW Language Academy

Center for Language and Cultural Exchange

P.O. Box 1587, Langley, WA 98260
(360) 914-0391

ADULT COURSE REGISTRATION FORM

Name of Course: _____

Date: _____

Name: _____

Address: _____

City: _____ State and Zip: _____

Daytime Phone: _____ Evening Phone: _____

Email: _____

I am a: New Student Returning Student

Please take a moment to give us as much information as possible about your background, experience with your target language and goals for the class. You may use the back of this page if necessary.

Deposit Enclosed: _____

A non-refundable \$50.00 per class deposit is required at time of registration to reserve a place in class.

Refund Policy:

Full tuition must be paid by the first day of class, unless a payment schedule is arranged with our office. Withdrawal prior to the start of class will be refunded, less the \$50.00 deposit. After the first day of class, ALL fees are non-refundable.

I have read and understand the NWLA refund policy.

Signature: _____

Date: _____

How did you hear about us? _____

Office Use Only	Deposit	Date	Due	Paid	Check #
Quarter					

PLEASE MAIL WITH YOUR PAYMENT TO: NWLA, P.O. Box 1587, Langley, WA 98260
IF YOU PREFER TO PAY BY CREDIT CARD, PLEASE CALL US AT (360) 914-0391

GENERAL INFORMATION ON ADULT LANGUAGE PROGRAMS

FORMAT

- Quarterly sessions: these are 10- or 12- week sessions and classes meet once a week for 1.5 hours each.
- Beginner through Advanced levels available.
- Accelerated sessions: these are 5 week sessions and classes meet twice a week for 1.5 hours.
- Beginner through Intermediate levels.
- Travelers Language Cafes: these are 9 hour weekend intensives that usually meet Friday evenings
- 6:00 PM – 9:00 PM and Saturdays 9:30 AM – 3:30 PM.
- Custom Programs for groups and families
- Private Instruction

TUITION AND FEES

- Class tuition averages to \$25 per 1.5 hour class. Pre-registration and pre-payment is required for each class.
- Quarterly sessions are usually \$300 for 12 weeks. Accelerated sessions are \$375. In addition there is a minimum \$35 materials fee for each class.
- Language Cafes are \$250, which includes all materials.
- There is a non-refundable \$50 per class registration fee, expected at time of enrollment, which is applied to the tuition.
- Fees for Custom Programs and Private Instruction are determined by group size and the frequency and duration of meetings. Call for a free consultation.

EARLY REGISTRATION, DISCOUNTS and SCHOLARSHIPS

- Early enrollments – one month prior to start date of any class - receive 10% off tuition.
- We offer discounts for family groups and couples, as well as payment plan options. Payment plans must be set up with our office 2 weeks prior to start of any class.
- We also have a limited scholarship fund available for our children's programs - we welcome your contributions and inquiries.

LOCATION

- We hold classes in diverse locations. On Whidbey Island, most of our classes meet in Bayview, some in Coupeville and in Oak Harbor.
- We also offer classes in Port Townsend and the Olympic Peninsula, and on the mainland in Edmonds, Mukilteo and Everett. We are adding new locations frequently. Please look at the schedule or inquire with our office.

CLASS SIZE

- Our groups are small (average 8 students) allowing for individualized attention and ample opportunity for each participant to practice in an enjoyable, relaxed and supportive learning environment. Minimum enrollment for each class is 5 and maximum is 14.

INSTRUCTORS

- Our instructors are native speakers who bring both linguistic and cultural expertise to the classroom. Instruction is always tailored to meet the needs of the individuals in the group. Classes include cultural references to the country of origin as well as practical usage for both travel and business.