

Private Tutoring Terms and Conditions

Academic Body

All teachers of UCAM Español Institute are native Spanish speakers, certificated as language instructors and screened by the Academic Body of UCAM University in Spain.

Certificate

If you want to get a UCAM Certificate, you will have to pass a final test. The exam will take 2 hours. In order to obtain the certificate, at least 18 hours of classes are mandatory previous to the exam.

Location

Lessons could be at the office or online with live sessions. We do not offer private tutoring outside of our facilities.

Materials

UCAM Español Institute will provide all the materials required for the duration of your lessons. Nevertheless, you should purchase the text book and it can be used for up to 3 different level. For DELE preparation the book is not necessary.

BOOK PRICES: 200 AED inc VAT

Method of Payment

The lessons must be paid in advance in order to arrange the first class. You could pay either by bank transfer or by credit / debit card at UCAM Español Institute.

Fee:

One/Two Students	Children	Adults	DELE	Valid for
Pack 6 hours	1700 AED	1800 AED	1900 AED	1 month
Pack 12 hours	3050 AED	3200 AED	3500 AED	2 months
Pack 20 hours	4500 AED	4750 AED	4900 AED	3 months

If you would like to take a single class the fee is 320 AED inc VAT. All the prices include VAT.

Schedule

Classes are a minimum of 1 hour and 30 minutes per lesson, although UCAM recommends taking 2 hours of class per session. Please also note that the lessons can be longer upon request.

Before starting the classes, a complete course schedule must be programmed (days and timing) to help us help you achieve your goals.

Cancellation

In the case you cannot attend a lesson due to a personal issue, you must notify UCAM about your absence at least **24 hours** prior to the start time of your class. We will then work together to readjust that lessons in our timetable. **If you do not inform about an absent 24 hours earlier, the rate will be charged.**

Reimbursement of the Fees

UCAM Español Institute will not reimburse any registration fees once a student is enrolled. Upon any emergency involving student that restricts you from participating in the enrolled course, UCAM Español Institute will allow you to schedule another program within the next 6 months.

UCAM Español Institute - Dubai

Mazaya Business Avenue, BB2 Tower, 39th floor, Office 07
First Al khail St, Dubai, UAE