



International House Rome Teacher Training Course Terms & Conditions

Candidates are offered a place on a course only on completion of a successful interview.

Candidates must be aware that:

- Place on courses can only be confirmed after payment of a deposit; the remainder fees must be paid at least one month before the start of a course
- Once fees have been paid, candidates cannot change the date of the course they have enrolled on
- Candidates are expected to attend the whole course. Should a candidate know in advance that she/he cannot attend the whole course, they must inform the interviewer of this fact at interview
- Courses can be very intensive and time consuming; it is extremely difficult to hold down any type of work and follow an intensive course successfully
- Courses can often be stressful
- There are different grades awarded according to consistency of Cambridge ESOL criteria met. For example, on a CELTA course grades are Pass A, B & Pass. On a Delta the grades are Distinction, Merit & Pass etc.
- In courses which require teaching practice (TP) please remember that this involves working as part of a team. If a candidate withdraws from the course after TP has commenced, it is highly disruptive and affects the arrangements of a number of people, among them students, peers and tutors
- Candidates need to be in good physical and mental health to undertake a course and must inform the tutors at interview if they have any health problems that may make the course more difficult to follow
- Fees are not refundable under any circumstances: any candidate who fails to attend regularly or who withdraws from the course for whatever reason, even owing to circumstances beyond their control, is liable for payment of the whole course
- It is possible to fail the course
- A minimum number of 6-8 participants is required on courses and varies from course to course
- Deadline for enrolment is 4 days prior to the course start date
- Candidates must complete and bring on day one of the course the Pre-course task
- Candidates must bring on day one of the course photo ID and a photocopy of this which must remain at the centre
- Please note that International House Rome - Manzoni reserves the right to cancel any course for which the minimum number of participants fail to register
- In case of cancellation by International House Rome - Manzoni tuition fees will be totally refunded.

