

ACARFAX ACADEMY

LEARN SPANISH IN THE CITY OF THE ALHAMBRA



Why study with us?



HISTORY AND EXCELLENCE

Since 1997, ACARFAX has been a leading name in Spanish language teaching in Granada. We offer academic excellence and cultural immersion, establishing ourselves as leaders in Spanish as a Foreign Language (ELE) education.



INNOVATIVE AND DYNAMIC METHODOLOGY

Lessons focused on real-life communication and fluency from day one.



PERSONALISED SUPPORT

Individualised monitoring of students' progress through tutorials and ongoing guidance to help them achieve their personal and professional goals.



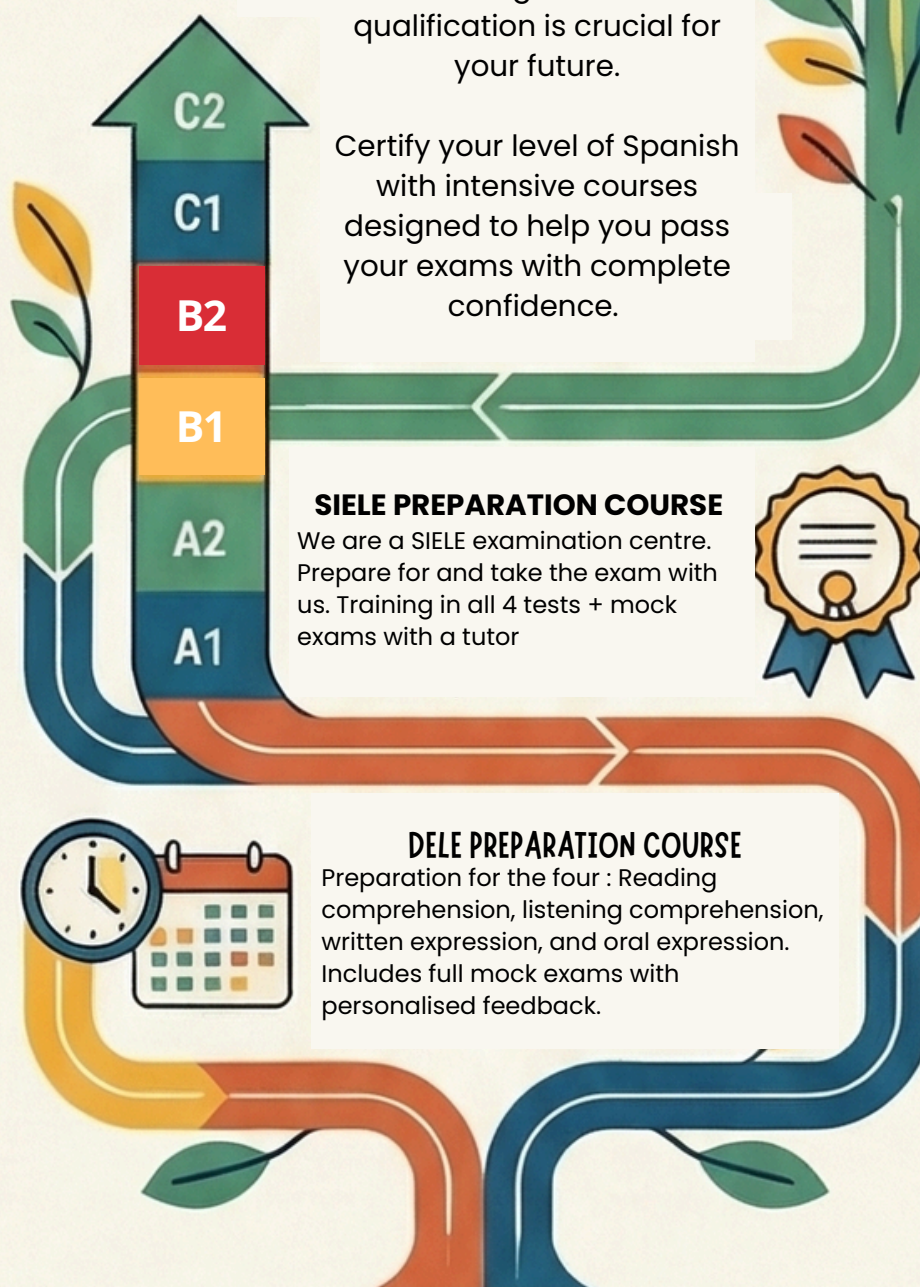
A UNIQUE CULTURAL ENVIRONMENT

Strategically located in Granada, a university city and the heart of Andalusian culture, providing ample opportunity to practise the language on a daily basis.

SIELE/DELE PREPARATION COURSES

At ACARFAX, we know that obtaining an official qualification is crucial for your future.

Certify your level of Spanish with intensive courses designed to help you pass your exams with complete confidence.



SIELE PREPARATION COURSE

We are a SIELE examination centre. Prepare for and take the exam with us. Training in all 4 tests + mock exams with a tutor

DELE PREPARATION COURSE

Preparation for the four : Reading comprehension, listening comprehension, written expression, and oral expression. Includes full mock exams with personalised feedback.

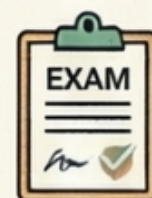
COURSE DETAILS

Lessons: 4 group classes of 45 minutes from Monday to Friday
Small groups: Maximum 12 students per classroom
Levels: A1/A2/B1/B2/C1/Also C2 in the DELE course.
Enrolment: Open all year round. Start dates every Monday.
Course duration: 1 to 48 weeks. Timetable: 08.30 to 12.30 (Course timetables will be adapted to group organisation and levels.)

COURSE FEES

Administration fees (included in the total amount):

- 50€ for short courses (<3 months)
- 295€ for long courses (≥3 months).



SIELE AND DELE COURSES

Duration **4 lessons/day** **2 lessons/day**
1 to 7 weeks:

1 week	180€	90€
2 weeks	340€	170€
Extra week	160€	80€

8 to 23 weeks:

8 weeks	1.200€	600€
12 weeks	1.800€	900€
16 weeks	2.400€	1.200€
Extra week	150€	75€

24 to 48 weeks:

24 weeks	2.880€	1.440€
32 weeks	3.840€	1.920€
36 weeks	4.320€	2.160€
Extra week	120€	60€

SIELE GLOBAL exam fee: €155.

Offer: €10 discount if you register in person at our office.



STUDENT SERVICES



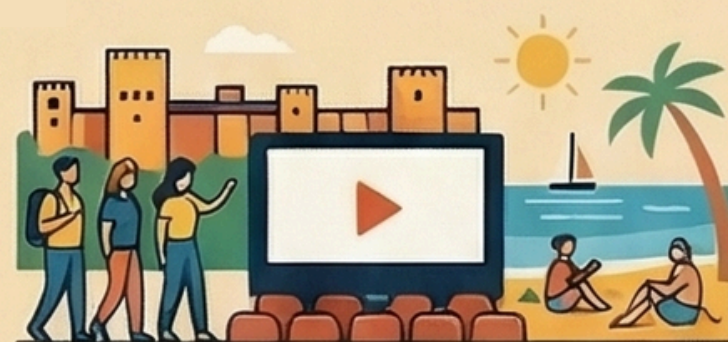
ACCOMMODATION IN GRANADA

Free advice and information on shared flats, university halls of residence or private flats in central areas.



GUARANTEED HEALTH INSURANCE:

We work with Universitas Mundi to provide policies with no excess that meet all visa requirements.



CULTURAL IMMERSION:

A varied programme of cultural activities, including visits to the city's most iconic sites and themed workshops.



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acarfax@gmail.com

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MORE INFORMATION:

WWW.ACADEMIACARFAX.ES



YOU CAN ALSO FIND US AT:

INSTAGRAM: @ACARFAX
FACEBOOK: ACADEMIA ACARFAX



TERMS AND CONDITIONS OF REGISTRATION AND CONTRACT

These terms and conditions govern enrolment and participation in the courses offered by Acarfax S.L. By completing their enrolment, the student or their legal representative accepts the following conditions:

1. Commitment and accreditations

- **Experience and results:** Our courses are based on extensive experience and are designed to achieve the best possible academic results.
- **University partnership:** Acarfax S.L. is a partner centre of the UNED (Spanish National Distance University) under an agreement covering procedures related to obtaining accreditation for international students to gain entry to Spanish universities.
- **Academic disclaimer.** Acarfax S.L. acts solely as an administrative body and a preparatory centre for entrance examinations. The student accepts that the final decision regarding the granting of accreditations, the recognition of foreign qualifications and admission to university degree programmes rests solely and exclusively with the UNED and the relevant public universities; the academy shall in no circumstances be held responsible for the refusal of admission due to a lack of places, failure to meet entry requirements or changes to current educational regulations.
- **Certificates:** At the end of the course, each student will receive a certificate of attendance. Students on long-term courses who hold student visas will receive a certificate of achievement and attendance. To obtain these certificates, attendance must be at least 80%.
- **SIELE Certification:** Acarfax S.L. is an authorised SIELE (International Service for the Assessment of the Spanish Language) examination centre, code 22306. The Spanish courses are designed to help students master and perfect the language and prepare for the SIELE and DELE examinations, based on the Common European Framework of Reference for Languages (CEFR).
- **Nature of the course:** Acarfax S.L. is a private, non-accredited educational centre. Consequently, the certificates issued attest to the training received and successful completion of the course, although they do not constitute an official qualification nor do they have recognised academic validity.

2. Enrolment and payment

- **Enrolment period:** The enrolment period is open throughout the year.
- **Course fees:** The total cost of all courses comprises an administration fee and the course fee itself. The administration fee covers administrative costs, course booking, internet/Wi-Fi access and use of the library. It amounts to €50 for short-term courses (less than 3 months) and €295 for long-term courses (3 months or more). Course prices can be found in the information published on the website <https://www.academiacarfax.es/> or in the official Acarfax S.L. brochures available at the centre or in digital format on the website.
- **Confirming your course booking:** To confirm your booking, please email us the completed and signed booking form, along with a copy of your ID card or passport; you will then receive a booking confirmation by email, including a breakdown of costs and payment details. To secure your place, you must pay the administration fee for each course, after which we will send you the pro forma invoice and the placement test. The remaining balance, together with the completed placement test, must be submitted 15 days before the start of the course. Once full payment has been verified, you will be provided with the final details for accessing the course. Courses must be paid for in full before they begin.
- **The course fees include:** a placement test, tuition and supplementary materials provided in class. They also guarantee access to scheduled cultural activities and the issue of the relevant certificates.
- **The course price does not include:** transport, textbooks (approx. €30), private health insurance and SIELE exam fees.
- **Free services:** Guidance on administrative procedures (applying for a residence permit, applying for the recognition of qualifications, pre-enrolment at universities, opening bank accounts, etc.), information on accommodation, information on health insurance and cultural activities, except for those requiring an admission fee or transport/accommodation costs, which will be paid by the student.
- **Payment methods:** Payment may be made in cash at the centre, subject to the legal limits, or by bank transfer to the following account, with the student bearing any bank charges that may apply.

Account holder: ACARFAX, S.L.
Bank: BANKINTER. Main Branch. C/Acera del Darro, 14 Granada.
Account number (IBAN): ES74 0128 0750 3805 0217 0152
Swift code: BKBKESMM

3. How the courses work

- **Monitoring:** All courses include personalised monitoring of students, including attendance and performance checks.
- **Visas:** If a student requires a student visa, once it has been granted, they must contact the centre to confirm the course start date.
- **Calendar and public holidays:** Academic activities follow the official calendar of the city of Granada (local, regional and national public holidays); therefore, sessions that fall on these dates will not take place, cannot be rescheduled, and will not entitle students to any refund or discount on the course fee. Should the Monday on which a programme begins be a public holiday, classes will commence on the next working day without any change to the course fee, and the centre will remain closed during the established holiday periods. The academic calendar of Acarfax S.L. can be viewed on the centre's website.
- **Responsibilities:** Students must be aged 18 or over. It is the student's sole responsibility to take out adequate health, accident and travel insurance for their stay in Spain. Acarfax S.L. holds civil liability insurance to cover incidents at the centre; however, the centre accepts no liability for theft or loss of personal belongings.
- **Level and group allocation:** The placement of students in their appropriate level according to the CEFR is the sole responsibility of the teaching team, who will make the final decision based on a compulsory placement test which the student must submit at least 15 days before the start of the course to ensure they can join the class immediately on the first day. In order to ensure the quality of teaching, a maximum of 12 students per group is permitted. Any request by a student to change level must be made through their teacher and will be subject to the decision of the academic coordinator following an assessment of its pedagogical suitability. All timetable information is subject to change due to the centre's organisational requirements.

4. Cancellation and Refund Policy

4.1. General Terms and Conditions for Notification and Refunds

All cancellations or amendments must be notified in writing by email to toacarfax@gmail.com, with the date of receipt serving as the official reference. Any approved refund will be made exclusively by bank transfer to the same bank account from which the initial payment was received, within a maximum of thirty days from the date of the favourable decision. Any international or domestic bank transfer fees incurred by Acarfax S.L. will always be deducted from the amount to be refunded.

4.2. Exclusive legal right of withdrawal for distance contracts

In accordance with current regulations, students who book a course online or remotely have fourteen calendar days from the date of payment to withdraw from the contract without giving any reason, and will receive a full refund within a maximum of fourteen days. Contracts entered into in person at the premises of Acarfax S.L. do not carry a right of withdrawal; instead, the voluntary cancellation policies detailed in the following sections apply directly. To exercise this right for distance purchases, the student must notify their decision by completing the Withdrawal Form available on the website <https://www.academiacarfax.es/> and sending it by email. This right shall lapse irrevocably if the course begins with the student's express consent before the end of the fourteen-day period.

4.3. Cancellation due to an official refusal of a student visa

If the student meets the legal requirements but is officially refused a visa, they may request a refund of the amount paid, less any contractual administration fees and bank charges. To process this, it is mandatory to email Acarfax S.L. the letter of refusal issued by the consulate within a maximum and non-extendable period of six months from the date of the consular notification. Once this period has elapsed, the student will lose all entitlement to a refund.

4.4. Voluntary cancellation more than thirty days in advance

Once the statutory withdrawal period has expired, or in the case of face-to-face bookings, any cancellation notified more than thirty calendar days before the start of the course will result in a refund of the amount paid, minus contractual administration fees based on the course fee to cover place reservation and administrative costs.

4.5. Cancellation by the student due to force majeure

Should a student be unable to attend the course due to circumstances beyond their control, such as natural disasters or serious illness as defined by law, provided this is duly substantiated by official documentation, Acarfax S.L. will assess each case individually. A refund will be issued in proportion to the remaining duration of the course, and the remainder of the training will be made available for completion at a later date, either online or in another format proposed by the centre.

4.6. Voluntary cancellation with less than thirty days' notice

If the voluntary cancellation is notified less than thirty calendar days before the start of the course, Acarfax S.L. will retain fifty per cent of the total cost of the relevant course as a compensatory penalty clause in accordance with the Civil Code for damages, losses and the blocking of a place that can no longer be sold.

4.7. Cancellation where a study visa has already been granted

For international students who cancel before the start of the course having already obtained a visa using documents provided by Acarfax S.L., the 50% retention fee stipulated in the previous point will apply. Refund of the remaining fifty per cent will be strictly conditional upon the provision of conclusive evidence confirming the official cancellation of the visa or the student's actual departure from the Schengen Area. In accordance with Organic Law 4/2000 on Immigration, this cancellation will be notified immediately to the Government Delegation.

4.8. Cancellation or alteration of the course due to circumstances beyond the centre's control

Acarfax S.L. guarantees that courses will go ahead even if there is only one participant per level. If the interruption or cancellation is caused by an extraordinary, unforeseeable and unavoidable event beyond the school's control, the centre will guarantee the provision of the service by offering the continuation of the course in an online format or the transfer of the student to a later course, proceeding with a pro rata refund only when such alternatives prove materially impossible.

4.9. Start of the academic year, dropouts and poor attendance

Once the course has started, no refunds will be given for voluntary cancellation or early withdrawal. International students holding a study visa who fail to attend the centre during the first month of teaching in which they are able to attend will forfeit 100% of the fees. All instances of non-attendance and withdrawal by students holding a visa will be reported immediately to the Immigration Office for the appropriate action regarding the validity of their residence permit.

5. Complaints and jurisdiction

- **Complaints forms:** The complaints book is available to users upon request at the centre's reception.
- **Dispute resolution:** In the event of any disputes arising from the interpretation of this contract, the parties agree to submit the matter to the Provincial Consumer Council of the Regional Government of Andalusia in Granada to seek a resolution satisfactory to both parties