



Agreement Appendix 1

協議附件一

This document is an appendage to the Tutoring Agreement signed this year, as one part of the formal agreement.

本檔作為本年度所簽署的授課協議的附件，作為正式協議的一部分。

一、TUITION REFUND SCHEDULE 退費計劃

Tuition Refund Schedule 退費計劃	
Course Hours Occurred 已授課時間	Refund Value 退費額
Over 50% total hours 超過 50%總課時	0%
Not over 50% total hours (50% included) 不超過 50%總課時 (含 50%)	50% of the not-occurring tutoring tuition 剩餘課時費的 50%
Course Not Begin 未開始授課	80% of the total tuition 總課時費的 80% (即扣除 20%管理費)
Refund will be arranged within 10 workdays 我們將在 10 個工作日內安排退費	

二、TUTOR CHANGING 更換教師

In principle, it is not allowed to change tutor after the trial lesson. Only if the time of alternative teacher (if any) is available is there one opportunity of replacement.

原則上，凡試聽過的課程無法更換教師，其他情況在備選教師（如有）時間可用的情況下有一次更換機會。