

報名條款及細則 CONDITIONS

- 以下條款為該學生（如該學生未滿十八歲，則由家長或其監護人代理）與香港節樂音樂學院（下稱「學院」）之間具法律約束的雙方協議（下稱「協議」）。These conditions constitute a legally enforceable agreement (the "Agreement") between the Member (where the Member is a minor under the age of 18, the parent/guardian of the member on behalf of the Member) and HKFO School of Music (the "School").
- 學院所提供之服務包括個別器樂課程（不多於三名學生）、室樂合奏訓練課程（不多於十九名學生）及樂團訓練課程（不少於二十名學生）（一律統稱為「課程」）。The School offers private tutoring ("PT") services (rendered to 1-3 students), small ensemble coaching "SEC" services (rendered to 4-19 students), and large ensemble coaching "LEC" services (rendered to 20 or above students) (collectively and singularly a "Class" or in plural "Classes").
- 學生已知悉並理解所報讀之相關課程設有試音、遴選及 / 或評估機制。如學生未能合乎相關課程之條件，學院有權退回其入學申請，或安排學生轉讀相關合適課程。The Member's application to the Classes may be subject to assessment(s). The School shall have the absolute discretion not to offer the applied Class should the Member fail to reach the standard as required by the School all together, or transfer the Member to other Classes the School deems fit.
- 所有已繳交之學費均不設退款及轉讓。All tuition fees are non-refundable and non-transferable.
- 除農曆新年假期（即正月初一至初三）及學院另行通知外，所有公眾假期均照常上課。Unless otherwise notified by the School, all scheduled Classes shall be held as usual on all public holidays, except for Chinese New Year, and the Second and Third Day of Chinese New Year.
- 除非學院另行通知，學生需以月繳方式支付全數學費（即按月計約四至五節課）。而下一期學費，則需提前於第四節課堂繳交。如學生未能按時繳付相關學費，學院將有權保留終止課程及取消學籍之權利。Unless otherwise notified, Members shall pay tuition fees for the whole month (i.e. either 4 or 5 lessons for each month) in advance by the 4th lesson of the previous month. The School reserves the right to prevent the Member from attending lessons should the Member fail to pay the tuition fee on time.
- 除非學院另行通知，學生需以支票（抬頭請註明「香港節樂有限公司」）或銀行轉帳方式（「香港節樂有限公司」匯豐銀行戶口：582 340295 001，存款後將銀行入數收條，連同學生姓名及所繳付之學費月份，電郵至 school@hkfo.org）繳付相關課程費用。Unless otherwise specified by the School, tuition fees shall be made by crossed cheque made payable to "HKFO Limited" or by bank transfer to "HSBC Bank Account No. 582 340295 001" attaching the relevant bank advice in an email to school@hkfo.org, specifying the name of the Member, and the month for which the tuition fee is paid for.
- 如欲終止課程或辦理退學手續，學生需於一個月前向學院遞交退學通知書。學生亦只限在完成一期課程後作出退學申請；如學生未能履行以上規則，退學申請將不獲受理。The Member may only terminate Classes after they have finished one month of Classes. The Member shall give a minimum of one month's written notice to the School by filling in and serving to the School the School's standard Termination Form.
- 個別器樂課程之學生如因私人或健康理由缺席上課，必需在課程開始 24 小時前向學院請假並安排補課事宜；如學生未能於指定時間內向學院請假，該缺席課堂之學費將不獲退還，並不另行補課。學院規則亦清楚列明，個別器樂課程之學生只允許於連續八節課堂中缺席一次（事假及病假均包括在內）；如學生未能履行以上規則，該缺席課堂之學費將不獲退還，並不另行補課。For Members who have subscribed to PT services, only one absence (for any personal reasons, including but not limited to sickness, that lead to lesson cancellation), is permitted in every 8 successive lessons. Notice of absence should be given to the School at least 24 hours prior to the beginning of the Class scheduled for the Member. If the Member fails to notify the School at least 24 hours prior to the beginning of the Class, the tuition fees of the unattended lesson(s) will be charged nonetheless. Furthermore, any extra cancellations for more than one absence within the 8-lesson period shall incur the regular tuition fee.
- 室樂合奏訓練課程及樂團訓練課程之學生如因私人或健康理由而未能於指定時間內出席團體練習，該缺席課堂之學費將不獲退還，並不另行補課，敬希體諒。For Members who have subscribed to SEC and LEC services, Members not attending the scheduled Class at the prescribed time for whatever reason are considered to have forfeited that/those lesson(s) and the fees for any unattended lessons(s) will continue to be charged.
- 個別器樂課程之學生如需在常規課程以外加堂，請盡早向學院職員預約上課並繳付費用。有關額外課堂之特別收費，一切以個別導師之收費表為準。From time to time, the Member may wish to subscribe for additional PT Classes outside of the usual schedule. The Member shall notify the School of the intention to subscribe for additional PT Classes, and upon the School's approval, be assigned to additional PT Classes. Tuition fees for PT Classes shall be at the going-rate of the teacher assigned and shall be paid immediately.
- 有關學生請假及補課等一切相關事宜必須經學院職員安排。未經學院批准，學生不得擅自與導師自行處理。All requests by the Member to cancel and/or reschedule Classes shall be made to the School. No Class shall be cancelled and/or rescheduled without the School's approval.
- 學生應準時出席課堂，遲到者不設補課。Members shall attend all Classes punctually. No Class shall be rescheduled due to the Member's lateness.
- 惡劣天氣上課安排：如天文台於上課前兩小時發出紅色或黑色暴雨警告信號；或八號烈風或暴風信號，學生則無需回校上課，課堂將如期順延一堂，不設退款。All Classes are cancelled should a red or black rainstorm signal and/or a tropical cyclone signal no. 8 was hoisted 2 hours prior to the beginning of any Class. Tuition fees already paid for the cancelled Class(es) shall not be refunded but shall be rolled over as tuition fees paid for the next Class.
- 學院有權保留修改或更改上課時間表、上課地點，或取消任何課程之權利，並恕不另行通知。The School reserves the right to revise or change the schedule and venue of the Classes. The School reserves the right to cancel any Class at any time without prior notice.
- 學院有權保留更改學費課程價目之權利，並恕不另行通知。The School reserves the right to vary tuition fees for the Classes without prior notice.
- 學院將保留修改或更改上述條款及細則之權利，並恕不另行通知。The School reserves the right to vary and/or amend these Conditions any time without prior notice.
- 學生已知悉並理解學院職員為受薪聘請之員工，或在完成推廣及 / 或教學服務後獲學院分發佣金。The Member understands and acknowledges that the staff of the School may receive a salary and/or a commission for the promotion and/or delivery of teaching services and/or other services to the Member.
- 學生如因蓄意、魯莽及 / 或疏忽行為而遭致學院蒙受任何損失，則必須承擔一切賠償責任。The Member shall indemnify the School for any loss or damage suffered by the School caused by the willful, reckless and/or negligent acts of the Member.
- 學生如在課堂中遭受任何損傷及 / 或損失，學院一概不予負責。The School shall not be liable for any injury, loss, or damage to the person or property suffered by the Member in the course of enjoying any services provided by the School.
- 學生已知悉並同意任何學院活動之攝影、錄音及錄影財產將一切歸學院所有，並可用作宣傳推廣及其他用途。The Member agrees to photography and videography of any of the Classes or any event organised by the School to be used by the School for any purpose, including that of promotion.
- 以上協議之中文文本與英文文本如有任何歧義，須以英文文本為準。The English version of this Agreement shall prevail.