



MAIOR LUGHA SCHOOL OF INTERNATIONAL LANGUAGES

A1 | A2 | B1 | B2 | C1

Learn~Travel~Work~Internationally

Welcome to Malughas, where we offer international languages both online and physically.

ONLINE/PHYSICAL COURSES & LEVELS (DURATION - 8 WEEKS)	FEES IN KES PER LEVEL	EXAM PREPARATION	FEES IN KES
Online/Physical Kiswahili - Beginners' Level	40,000/-	Exam Preparation - A1	10,000/-
Online/Physical Kiswahili - Intermediate Level	60,000/-	Exam Preparation - A2	10,000/-
Online/Physical English Language Proficiency -Beginners' Level	30,000/-	Exam Preparation - B1	10,000/-
Online/Physical English Language Proficiency -Intermediate Level	40,000/-	Exam Preparation - B2	15,000/-
Online/Physical IELTS/ TOEFL Grammar Review	30,000/-	Exam Preparation - C1	18,000/-
Online/Physical A1.1 & A1.2 - German, French, Spanish, Italian	30,000/-	Exam Preparation IELTS/TOEFL	15,000/-
Online/Physical A2.1 & A2.2 - German, French, Spanish, Italian	30,000/-		
Online/Physical B1.1 & B1.2 - German, French, Spanish, Italian	30,000/-		
Online/Physical B2.1 - German, French, Spanish, Italian	30,000/-		
Online/Physical B2.2 - German, French, Spanish, Italian	30,000/-		
Online/Physical C1.1 - German, French, Spanish, Italian	30,000/-		
Online/Physical C1.2 - German, French, Spanish, Italian	30,000/-		

4. ABSENCE WITHOUT NOTICE

- 1.If you are absent without notice, your tutor will record an 'Absence without Notice'
- 2.We do not provide any replacement/make-up class for cases of 'Absence without Notice'

5. LATENESS

- 1.Your tutor will send you a greeting message on Teams at the scheduled time.
- 2.If there's no response, from you after 5 minutes, the tutor will make a teams call; after 10 minutes, the tutor will send you a Class Reminder message; after 20 minutes, the teacher will send you an 'Absence without Notice' message.
- 3.If there is no response from you after 20 minutes, the tutor is granted the permission to leave. If you have informed your tutor you will be late, the tutor will wait for you on Teams and teach you for the time that remains for that booked class.
- 4.If the tutor is late for a class, he/she will owe you the time lost and will make up for it in future classes.

TERMS AND CONDITIONS

1. GENERAL

- 1.Our online classes are delivered through Teams, Google Class, Zoom etc with a "live" tutor (not through pre-recorded videos)
- 2.Our physical classes are conducted at our school - Maior Lughas School of International Languages, Shepherds Building, opposite Buruburu Police Station - Mesora, Buruburu - Nairobi, Kenya.
- 3.System requirements to take our online classes are: A Computer/smart- phone, an internet connection(broadband or a good/stable Wi-Fi), a microphone, a speaker and a webcam(optional).
- 4.Students joining a group class should be of similar levels and with similar learning objectives.
- 5.For the group class, students can either log on from one or more computers or locations.

2. PAYMENT

- 1.ALL classes must be PRE-PAID to a bank account designated by Maior Lughas School of International Languages.
- 2.We can only deliver classes after we have received a solid Proof of Payment.
- 3.We accept the following modes of payment: Paybill, M-pesa & Bank Transfer
- 4.We can send you our payment details after you inform us of your preferred payment option.
- 5.We must receive the exact tuition fees into our account. Add any payment transfer charges applicable, if any.
- 6.For every payment, send the Proof of Payment to Maior Lughas School of International Languages - on Whatsapp number: +254 113 490 149
- 7.Fees will increase with increase in weekly tuition hours or where on location tuition is required.
- 8.Once paid, tuition fees can only be refunded if the intended course didn't start due to lack of sufficient number to run a class as indicated under clause 10. However, if an intended course starts, fees paid will be neither transferrable nor refundable.

3. REPLACEMENT/MAKE-UP CLASS

- 1.You are allowed to have replacement/make-up class if you inform your tutor of the absence in advance with genuine reason(s).
- 2.The replacement/make-up might be on a different day.
- 3.We will provide a make-up class if we cancel the class due to any unforeseen circumstances (such as power outage, internet connection problem at the tutor's end, natural disasters, teacher's illness etc.).

6. HOMEWORK

- 1.Your tutor will correct any homework assigned to you or done by you during class time. If you wish to have your homework corrected outside class time, inform your tutor and he will establish a convenient time.
- 2.If you require extra assistance with course homework or explanation we can only do it during class time.

7. SELF-STUDY

- 1.Besides the indicated lesson time with a live tutor, each student is supposed to put, at least 180 minutes of self study at their convenient time.
- 2.Note the self study is part of your overall study hours and failure to adhere will deprive you the required man-hours per course
- 3.To succeed in this, learners are advised to come up with their self-study timetables, which will enable them complete class and course assignments, besides reviewing and revising their covered class work.
- 4.Note that students pursuing A1/A2 Course level need 140 hrs of study; B1/B2 course level need 180hrs of study, both with a live tutor as well as on self-study.

8. CLASS TIMETABLE

- 1.Lessons' schedules are agreed upon before commencement of tuition.
- 2.Change of lessons' schedules are not guaranteed in the course of the program.

9. ADMISSION REQUIREMENTS & MINIMUM NUMBER OF PARTICIPANTS

- 1.Admission fees is Kshs. 3,000/- (for registration, college T-shirt & college ID)
- 2.At least 16 years of age
- 3.For students continuing with a level(A1, A2or B2), proof of previous level course covered is required.
- 4.Maximum number of participants per class is 25.
- 5.Minimum number of participants for a class is 5. If the minimum number of participants is not reached, the course will not take place as a consequence. In such a case, we will do our best to offer you an alternative in good time. If you do not want to accept the suggested alternative, any payments already made will be promptly refunded.

10. AGREEMENT

- 1.Use of our services shall imply that you have read, understood and agreed to ALL our Terms and Conditions above.
- 2.We hope you will find the above information useful, as you set yourself ready to commence our Online and Physical classes.