



# Capital Region Language Center

*Connecting you to the world through language*

1 Hemphill Place, Malta & 23 Computer Drive East Albany

[www.crlcalbany.org](http://www.crlcalbany.org) 518-884-4652 [kim@crlcalbany.org](mailto:kim@crlcalbany.org)

## Tuition Policies: Adult Language Program

Welcome to Capital Region Language Center and thank you for choosing CRLC for your language classes. Now offering 12 languages and celebrating our 8<sup>th</sup> year in the Capital Region, CRLC remains a local leader in language teaching.

1. CRLC is organized into 3 sessions annually: fall, spring and summer. The fall session will have 20 classes total and run from September 7 – February 11. The following dates are holidays, however they may serve as make up class times if necessary: November 24-27 and December 19-January 1.
2. One time registration fee is \$25 and includes a welcome package.
3. CRLC will be offering a variety of payment options for you (class commitment is for the semester):
  - a. Pay for the semester in full by August 31 and receive a discount (check only).
  - b. Pay a set amount monthly by the 25th of the preceding month (5 payments total) and have classes paid through February 11.
4. CRLC will accept three types of monthly payment options:
  - a. Direct payment from bank account: more information available in the form, “Tuition Payment Sign Up”
  - b. Check mailed in to CRLC: must arrive by payment due date to avoid a \$20 per check late fee
  - c. Automatic credit card charge: \$25 set up and maintenance fee
5. Semester Fees for CRLC’s Adult Classes:

Class Type	Per month	Per Semester*:
Private Hour, Adult	\$232	\$1135 (save \$25)
Family Class (First 2 family members)	\$75 \$5 each addl. family	\$1425 1 class free
Semi-private, Adult (2-3 students, 1 hour)	\$160	\$760* 1 class free
Group (4-6 students: 1.5 hours)	\$160	\$760* 1 class free

\*Advanced payment option: 5% discount of total rate

CRLC will offer a 20% discount for spouses signed up for a semi-private class of 3 or group class