UNAM
LOS ÁNGELES

ENROLLMENT POLICIES

ONLINE SPANISH REGULAR COURSE

1. The minimum age to be enrolled is 18 years old.
2. The registration form must be filled out with accurate information.
3. Course payment must be completed before classes start.
4. Once the course has been paid, there is no reimbursement available under any circumstance, unless UNAM-LA cancels that course.
5. Three students must be enrolled in order for a group to open. Each group will have a maximum of five students.
6. Online Textbook and didactic materials are included in the cost (conditions apply[1]).
7. Group changes are subject to availability before class starts and during the first week. All lessons must be completed within 4 weeks.
8. If any student fails to attend one class, there won't be any class substitution.
9. There are no trial courses or sample classes.
10. Particular situations not considered in these policies must be treated and solved by the UNAM-LA Administration and the Spanish Coordination.

ONLINE PRIVATE COURSE

1. A private course can start anytime upon request. It consists of 6 hours in total.
2. The schedule is established by mutual agreement between each student and his/her UNAM-LA teacher.
3. There are no sample classes.
4. If any student fails to attend one class, there won't be any class substitution.
5. Online Private Classes can be rescheduled if the student notifies his/her teacher within 24 hours in advance. Otherwise, that class will be considered as taken.

[1]Online text and platform will be adjusted to the type of course and level; access might be granted to cover more than one unit.

6. It is possible to reschedule only one class during one period or unit. All private lessons must be completed within 6 weeks.
7. Minimum age to be enrolled is 18 years old.
8. The registration form must be filled out with accurate information.
9. Course payment must be completed before classes start.
10. Once the course has been paid, there is no reimbursement available under any circumstance, unless UNAM-LA cancels that course.
11. Textbook and didactic materials are included in the cost (conditions apply[2]).
12. Particular situations not considered in these policies must be treated and solved by the UNAM-LA Administration and the Spanish Coordination.

[2] According to the type of course and level, textbooks can cover more than one unit. Students will be provided with handouts and online resources all the time.