

I. Enrollment Conditions for MdL Semester and Annual Courses

1. Eligible Participants

Access to the semester and annual language courses offered by the Maison des Langues is strictly reserved for members of the University of Geneva academic community (UNIGE, IHEID, HES-SO Geneva, HUG), namely:

1. regular students,
2. exchange students,
3. staff members (PAT and PENS),
4. members of the Alumni UNIGE and Alumni HEG associations,
5. participants enrolled in a CAS, DAS or MAS program of UNIGE Continuing Education,
6. members of the UNI3 association,
7. individuals registered as auditors at UNIGE.

2. Enrollment Deadlines

The enrollment deadline is set **for the first Wednesday of the semester**, in accordance with the official academic calendar.

The exact closing date for enrollments is published on the Maison des Langues website.

3. Enrollment Procedure

Enrollment is carried out exclusively online via the designated registration portal.

Payment of the enrollment fee is a prerequisite for validating the registration.

4. Accepted Payment Methods

The following means of payment are accepted:

Visa, Mastercard, American Express, PostFinance Card, Paysafecard, PayPal, and Twint.

5. Enrollment Confirmation

Once payment has been duly completed and validated, an automatic confirmation is sent by email.

If payment fails, the enrollment is deemed void and must be restarted in full.

This document is a translation. In case of discrepancies, the French version shall prevail.

II. Course Cancellation Conditions for MdL Semester and Annual Courses

1. Cancellation and Refund Deadlines

If the cancellation request is submitted within the applicable deadlines, it may result in a refund, subject to the administrative fee in force.

Cancellation or course-change requests must be submitted **no later than the Sunday following the first class taught by the Maison des Langues**.

The closing date for submitting cancellation requests is published on the Maison des Langues website.

No request submitted after the deadline will be considered.

2. Submission Procedure

Requests must be submitted exclusively through the registration portal.

Requests sent by direct email or via any other channel will not be accepted.

3. Annual Courses

For annual courses, no cancellation of the spring semester is possible once the cancellation deadline for the autumn semester has passed.

4. Administrative Fee

In the event of a refund, an administrative fee of CHF **50.–** is deducted per cancelled course.

5. No Refunds After the Deadline

No refund will be granted for cancellation requests submitted after the deadline or through procedures that do not comply with the present conditions.

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