

## PERSONAL INFORMATION

Family Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Gender:  Male  Female Birth Date (MM/DD/YYYY): \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ Country of Birth: \_\_\_\_\_ City of Birth: \_\_\_\_\_

**How did you hear about ICC Hawaii?:**  Google  Yahoo!  Bing  Other Search Engine (Please specify): \_\_\_\_\_

Friend/Family  Fair/Workshop (Please specify): \_\_\_\_\_  Other Website (Please Specify): \_\_\_\_\_

Social Media:  Facebook  Instagram  Weibo  WeChat  Naver  Other (Please specify): \_\_\_\_\_

**Have you studied at ICC Hawaii before?**  Yes  No

**Are you transferring from another school?**  Yes  No

Last Day of Class (MM/DD/YYYY): \_\_\_\_\_

School Name: \_\_\_\_\_

**Type of VISA:**  F1 Student Visa  B1/B2 Visa  ESTA

Other \_\_\_\_\_

Do you need help processing the SEVIS fee?  Yes  No

*If yes, a \$200 SEVIS fee plus \$50 processing fee due upon submission of application*

## HOME ADDRESS

Street Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ State/Province: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

Country: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

## ENGLISH PROGRAM

Start Date (MM/DD/YY): \_\_\_\_\_ End Date (MM/DD/YY): \_\_\_\_\_ Total Study Weeks: \_\_\_\_\_

**ADULT ENGLISH PROGRAMS:** PT= Part-time FT= Full-time

### General English:

English for Communication (PT)  50+ Mature Learners (PT)

English for Communication (FT)

### Business English:

Business English *One-to-One* (PT)  Service Learning (FT)

### Cambridge English Exam Preparation:

FCE (FT)  CAE (FT)  CPE (FT)

FCE (PT)  CAE (PT)  CPE (PT)

2nd Entrance:  FCE (FT)  CAE (FT)  CPE (FT)

FCE (PT)  CAE (PT)  CPE (PT)

Summer:  FCE (PT)  CAE (PT)

Summer 2nd Entrance:  FCE (PT)  CAE (PT)

**After the Cambridge course, would you like to sit for the Cambridge ESOL Exam that follows?**  Yes  No

If you have achieved a Cambridge English Certificate, please specify:

Certificate Level: \_\_\_\_\_ Date: \_\_\_\_\_

### Other / Customized Programs:

Private Lessons

Number of private lessons/week: \_\_\_\_\_

### JUNIORS ENGLISH PROGRAMS:

Winter Kids Program  Winter Teen Program

Kids English Adventure  Teen Summer English

Private Lessons

## EMERGENCY CONTACT PERSON

Family Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work/Mobile Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## ACCOMMODATIONS (OPTIONAL)

Choice of Accommodation:  Homestay  Island Colony (Student Residence)  Other: \_\_\_\_\_

Start Date (MM/DD/YY): \_\_\_\_\_ End Date (MM/DD/YY): \_\_\_\_\_

Do you want airport pick-up?  Airport pick-up with lei greeting  Airport drop-off  Roundtrip airport transfer (mandatory for homestay)

Do you smoke?  Yes  No Are you okay with pets?  Yes  No

Do you have any allergies or medical conditions?  Yes  No

If yes, please describe: \_\_\_\_\_

Do you have any dietary restrictions or allergies?  Yes  No

If yes, please describe: \_\_\_\_\_

What are your interests/hobbies? \_\_\_\_\_

## PAYMENT INFORMATION

The Registration Fee (\$175), SEVIS Fee, and Accommodation Placement Fee (\$195) are non-refundable and due upon submission of application. Full payment is due 30 days before the student's first day of study. ICC Hawaii accepts credit cards, PayPal, cash, U.S. checks, and wire transfers. Please make check payments payable to "Intercultural Communications College". The payee is responsible for all wire transfer fees.

PROMO CODE (if applicable): \_\_\_\_\_

## STUDENT AGREEMENT

I certify that the information provided on this application form is correct. I have read, understood, and agree to be bound by ICC Hawaii's General Conditions of Enrollment and the Cancellation and Refund Policy. I agree that I will purchase medical insurance prior to starting any ICC Hawaii program and will cover all medical expenses or reimbursements during the program. I fully understand that persons coming to the US on a student visa are expected to study full-time. I understand that if I decide not to attend ICC Hawaii, I must return the I-20 form (if full-time) to the school. By signing this agreement, I authorize ICC Hawaii to credit my account if the enrollment deposit is greater than my initial tuition and fees. I understand that ICC Hawaii has the right to change policies, prices and programs without prior warning. All information on this form is true and accurate to the best of my knowledge. This contract is legal and binding.

Name of Student/Guardian: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please email completed form to [registrar@icchawaii.edu](mailto:registrar@icchawaii.edu), fax to +1 (808) 946-2231, or mail to address below.

## ACADEMIC CANCELLATIONS

Situation	Refund Amount
All cancellations	<ol style="list-style-type: none"> <li>There are no refunds for registration, SEVIS or FEDEX fees.</li> <li>Students dismissed for poor attendance will not be eligible for refunds.</li> <li>Written notice must be received 7 days before cancellation period.</li> <li>All cancellations after the course of study begins are subject to a \$500 cancellation fee.</li> </ol>
Student is denied non-immigrant visa	100% tuition minus registration fee, SEVIS fee, and shipping (if applicable)
30 days or more before course begins	100% tuition minus registration fee, SEVIS fee, and shipping (if applicable)
29-15 days before course begins	50% on the first 12 weeks and 100% of the remaining weeks minus registration fee, SEVIS fee, and shipping (if applicable)
14-8 days before course begins	15% tuition of the first 12 weeks and 100% of the remaining weeks minus registration fee, SEVIS fee, and shipping (if applicable)
7-1 days before course begins	Subject to the General Cancellation Policy below minus registration fee, SEVIS fee, and shipping (if applicable)
General cancellation policy after arrival	<ol style="list-style-type: none"> <li>There are no refunds of the first 12 weeks' tuition.</li> <li>Remaining weeks' tuition is refunded on 60% prorated basis.</li> <li>There are no partial week refunds.</li> <li>Extensions are subject to the 12 week cancellation policy starting on the day of extension.</li> <li>Authorized Leaves of Absences and documented medical emergencies are compensated by additional days of study equal to time lost, not through refunds. Note: following a leave of absence, a student must enroll in 4 more weeks of study.</li> <li>For the purpose of refund calculations, used weeks will be calculated on the non-discounted weekly price equivalent for the relevant course.</li> <li>Aftercare program, such as Service Learning: After the placement is completed and the Resume &amp; Interview Coaching have taken place, all fees are nonrefundable.</li> </ol>
Reduction in class hours per week	No refund
Cambridge Courses (FCE/CAE/CPE)	Refund policies above apply. The textbook & materials fee and exam fee are nonrefundable.

\*Students who apply through travel agents have signed contracts with these agents that may include additional cancellation penalties, no-refund policies, or home country refund only conditions.

## ACCOMMODATION CANCELLATIONS

Situation	Refund Amount
14 days or more before accommodation begins	100% minus Accommodation Placement fee.
13 days or less before accommodation begins	100% minus Accommodation Placement fee plus one (1) week of accommodations charge.
After 1st day of accommodation stay	Full refund minus 2 weeks or remainder of accommodation charges paid.

\*The Accommodation Placement Fee is nonrefundable. All cancellations of accommodations must be in writing. All changes of accommodations require at least 2 weeks' notice. There is a \$100 transfer fee for changing accommodations after arrival. Every effort is made to issue refunds within 30 days of receipt of the cancellation request.