

TERMS & CONDITIONS

ACADEMIC CANCELLATIONS

Situation	Refund Amount
All cancellations	<ol style="list-style-type: none"> 1. There are no refunds for registration, SEVIS or FEDEX fees. 2. Students dismissed for poor attendance will not be eligible for refunds. 3. Written notice must be received 7 days before cancellation period. 4. All cancellations after the course of study begins are subject to a \$500 cancellation fee.
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 refunded 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 refunded 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"> 1. There are no refunds of the first 12 weeks' tuition. 2. Remaining weeks' tuition is refunded on 60% prorated basis. 3. There are no partial week refunds. 4. Extensions are subject to the 12 week cancellation policy starting on the day of extension. 5. 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. 6. For the purpose of refund calculations, used weeks will be calculated on the non-discounted weekly price equivalent for the relevant course. 7. Service Learning: After the placement is completed and the Resume & Interview Coaching have taken place, all fees are nonrefundable. 8. There are no refunds for private lessons.
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	<ol style="list-style-type: none"> 1. There are no refunds of the first 12 weeks' accommodations except homestay. 2. Students cancelling homestay will be charged 10% from the remaining weeks of their stay. 3. Accommodation Placement fee is nonrefundable.
Changing Accommodation	<ol style="list-style-type: none"> 1. Homestay to another homestay: Will be charged \$100 for a change fee 2. Change of Accommodation type to another: Will be charged \$195 for an additional placement fee

All cancellations for accommodation after the arrival will be charged a \$350 cancellation fee.

*All cancellations of accommodations must be in writing. All changes of accommodations require at least 4 weeks' notice. Every effort is made to issue refunds within 30 days of receipt of the cancellation request.