

Tuition Refund Policy – Approved Program

St Giles International

03979

Name of Institution

Institution Number

January 11, 2023

January 10, 2023

Tuition Refund Policy

Name of Policy

Effective Date

Revision Date

English Language Studies

Name of Program

Circumstances when Refund Payable	Amount of Refund
Before program start date , institution receives a notice of withdrawal (applies to all students)	
<ul style="list-style-type: none"> More than 21 days before scheduled arrival date 	Balance will be refunded less the following fees: <ul style="list-style-type: none"> Registration Fee Accommodation Placement Fee Homestay Guardianship Fee Express Mail Fee
<ul style="list-style-type: none"> Less than 21 days before the scheduled arrival date 	Balance will be refunded less the following fees: <ul style="list-style-type: none"> Registration Fee Accommodation Placement Fee Accommodation Deposit Students may also incur charges to third-party accommodation providers (residences, hotels, homestays). St Giles will pass on and direct costs incurred. <ul style="list-style-type: none"> Homestay Guardianship Fee Express Mail Fee
After program start date , institution provides a notice of dismissal or receives a notice of withdrawal (applies to all students)	
<ul style="list-style-type: none"> After the program start date, and up to and including 10% of instruction hours have been provided. 	Institution may retain up to 30% of tuition. Institution must refund fees paid for course materials if not provided to the student.
<ul style="list-style-type: none"> After the program start date, and after more than 10%, but before 30% of instruction hours, have been provided. 	Institution may retain up to 50% of tuition. Institution must refund fees paid for course materials if not provided to the student.

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Circumstances when Refund Payable	Amount of Refund
<ul style="list-style-type: none"> After the program start date, and after more than 30% of instruction hours have been provided. 	Institution may retain 100% of tuition.
Student does not attend program – “no-show” (applies to all students)	
<ul style="list-style-type: none"> Student does not attend the first 30% of the program. 	Balance will be refunded less the following fees: <ul style="list-style-type: none"> Registration Fee Accommodation Placement Fee Accommodation Deposit Students may also incur charges to third-party accommodation providers (residences, hotels, homestays). St Giles will pass on and direct costs incurred. <ul style="list-style-type: none"> Homestay Guardianship Fee Express Mail Fee
Institution receives a refusal of study permit (applies to international students requiring a study permit):	
<ul style="list-style-type: none"> Before 30% of instruction hours would have been provided, had the student started the program on the later of the following: <ol style="list-style-type: none"> The program start date in the most recent Letter of Acceptance The program start date in the enrolment contract Student has not requested additional Letter(s) of Acceptance. 	100% tuition and all related fees, other than application fee.
Student enrolled in a program without having met the admission requirements for the program	
<ul style="list-style-type: none"> If the student did not misrepresent the student’s knowledge or skills when applying for admission and the registrar orders the institution to refund tuition and fees. 	100% tuition and all related fees, including application fees

Institution must pay the tuition or fee refund **within 30 days** after receiving notice of withdrawal or refusal of study permit; providing a notice of dismissal, or the date on which the first 30% of the hours of instruction are provided (no-show).