

REFUND AND FEE POLICY

[2023 GV Calgary and Victoria Fee Sheet](#)

[GV Calgary Refund Policy](#)

[GV Victoria Refund Policy](#)

TUITION REFUND POLICY - GV CALGARY

Should a student's visa be rejected by a Canadian Embassy, the rejection letter should be submitted to the school. On receipt of the official rejection letter, the school institution will retain the \$150 non-refundable registration fee, and will refund all tuition and refundable accommodation fees.

In this policy, the word "program" refers to the full cycle of studies to which the student registered. All refunds apply based on the assumption that the required payment has been received.

1. Effective before the start date

1a. If a student cancels 30 days or more before the start of the program, the school will retain 25% of the fees due under the contract and will refund 75% of the fees to the student.

1b. If a student cancels less than 30 days before the start of the program, the school will retain 40% of the fees due under the contract and will refund 60% of the fees to the student.

2. Effective after the start date

2a. If a student cancels (or is dismissed) within 5 calendar days of the start date of the program, the school will return 50% of all unrefunded fees paid under the contract.

2b. No refund will be paid if a student cancels (or is dismissed) when more than 5 days of the program have been completed.

2c. Refunds on postponed starting dates are based on the original start dates (applies also to students transferring from one GV school to another).

PROGRAM REDUCTION POLICY

3. Program Reduction Administration Fees

3a. A program reduction fee of \$110 will be applied when students reduce the number of weeks they wish to study after they receive their acceptance.

HOMESTAY REFUND POLICY - GV CALGARY

1. If written cancellation notice is given 12 weeks or more before beginning of homestay, all money will be refunded including Homestay Fee.

2. If written cancellation notice is given less than 12 weeks before beginning of homestay, all money will be refunded except for the Homestay Fee.

3. For after commencement of Homestay:

3a. The student should inform the GV Homestay Office in writing three weeks before the end of the homestay period if he/she decides to cancel the agreed homestay period. If the notification period is less than 3 weeks, then in addition to the non-refundable notification period, a cancellation fee will apply.

3b. If the host family has failed to meet the Homestay conditions, the student will be moved to another Homestay, and there will be no refund for the period of homestay already used.

All policies subject to change. Please check this page for updates.

GENERAL CONDITIONS - GV CALGARY

Prices: All registrations for studies in 2023 received prior to December 31, 2022, will be charged the 2022 rate for tuition. This policy does not apply to alternative accommodations. Registrations received from January 1, 2023, on will be charged the 2023 rate for tuition for studies in 2023.

Application Process: A letter of acceptance will be issued upon receipt of the completed registration form and a payment. Please check the school's website for payment policy. The original copy may be mailed, faxed, or emailed upon request. The school is not responsible for any extra courier charges.

Minors: Students under the age of 18 must have their application co-signed by a parent or legal guardian. Underage students must submit a letter of agreement signed by their parents/legal guardians. Student contracts must be signed by parents or legal guardians (Canada only). Custodial arrangements also need to be arranged.

Payment: Students may be required to pre-pay tuition fees when applying for student visas. Check with the school and local consulate for payment methods and any other requirements. Payment may be made by credit card, wire transfer, money order, or bank draft. Additional charges may also apply.

Refunds: Check fee sheets and our website for individual school policies. To be considered for a refund a student can submit a written request for withdrawal to the school. The date of receipt of the written notice determines which cancellation charges will be applied.

Changes and Availability: Start dates, programs and course content may change at any time and without prior notice. The fees, dates and availability listed in this brochure are subject to change at any time and without prior notice. Please check the website for up-to-date information. Availability is not available based on enrollment.

Responsibility: Global Village and its member schools accept no responsibility whatsoever for any loss or damage to the personal belongings of a student or program participant or for any injury to or death of a student or program participant occurring on or off school property. Students must comply with the rules of the school. Failure to do so may result in dismissal without refund (Canada only). Directors must receive a written description of all complaints. Please check with the school regarding a complaint resolution procedure.

Medical insurance: Canada Student or legal guardian is responsible for ensuring sufficient medical insurance coverage is in effect before departure. Minimum coverage is strongly recommended.

Materials and advertising by third parties on offerings by GV must be approved in writing by GV.

TUITION REFUND POLICY - GV VICTORIA

Should a student visa be rejected by a Canadian Embassy, the rejection letter must be submitted to the school when requesting a refund. On receipt of the rejection letter, the institution will retain the \$150 non-refundable registration fee, and will refund all tuition and refundable accommodation fees.

Programs of less than six months and less than \$4000 tuition

Refunds for programs that do not require approval (ANR) apply to tuition that is less than \$4000 and program of less than 6 months.

In this policy, the word "program" refers to the full cycle of studies to which the student registered. All refunds apply based on the assurance payment has been received.



1. Effective before the start date

1a. If a student cancels 30 days or more before the start of the program, the school will retain 25% of the fees due under the contract and 75% of the fees to the student.

1b. If a student cancels less than 30 days before the start of the program, the school will retain 40% of the fees due under the contract and 60% of the fees to the student.

2. Effective after the start date

2a. If a student cancels (or is dismissed) within 5 calendar days of the start date of the program, the school will return 50% of all unrefunded fees paid under the contract.

2b. No refund will be paid if a student cancels (or is dismissed) when more than 5 days of the program have been completed.

2c. Refunds on postponed starting dates are based on the original start dates (applies also to students transferring from one GV school to another).

PROGRAM REDUCTION POLICY

3. Program Reduction Administration Fees

3a. A program reduction fee of \$110 will be applied when students reduce the number of weeks they wish to study after they receive their offer of acceptance.

Programs of six months or longer or of \$4000 tuition or more tuition

A student may be entitled to a refund of tuition fees in the event that:

1a. The student provides written notice to the school that he or she is withdrawing from the program; or

1b. The student provides a copy of the visa rejection letter from Canadian Embassy

1c. The school provides written notice to the student advising that the student has been dismissed from the program.

1. The written notice of withdrawal or dismissal may be delivered in any manner provided that a receipt or other verification is available on the date on which the notice is delivered.

2. The notice of withdrawal or dismissal is deemed to be effective from the date it is delivered.

3. The refund to which a student is entitled is calculated on the total tuition fees due under the contract. Where total tuition fees have not been fully collected, the school is not responsible for refunding more than has been collected to date and a student may be required to make up the difference under the contract.

4. If the school has received fees in excess of the amount it is entitled to under the student contract, the excess amount must be refunded to the student.

5. Refund policy for students before the program of study starts:

5a. If written notice of withdrawal is received by the school within 7 days after the contract is made, and before the commencement of instruction specified in the contract, the school may retain 5% of the total tuition and fees due under the contract to a maximum of \$1000.

5b. If written notice of withdrawal is received by the school 30 days or more before the commencement of the period of instruction specified in the contract and more than 7 days after the contract was made, the school may retain 10% of total tuition only due under the contract to a maximum of \$1000.

5c. Subject to Section 6(a)(1) above, if written notice of withdrawal is received by the school less than 30 days before the commencement period of instruction specified in the contract, and more than 7 days after the contract was made, the school may retain 20% of the tuition due under the contract to a maximum of \$1300.

6. Refund policy for students after the program of study starts:

6a. If written notice of withdrawal is received by the school or a student is dismissed before 10% of the period of instruction specified in the contract has elapsed, the school may retain 30% of the tuition due under the contract.

6b. If written notice of withdrawal is received by the school, or a student is dismissed after 10% and before 30% of the period of instruction specified in the contract has elapsed, the school may retain 50% of the tuition due under the contract.

6c. If a student withdraws or is dismissed after 30% of the period of instruction specified in the contract has elapsed, no refund is made.

7. Where a student did not meet the school's specific minimum requirements for admission through no misrepresentation or fault of the school, the school must refund all tuition and fees paid under the contract, less the applicable non-refundable student application or registration fee.

8. Refunds owed to students must be paid within 30 days of the school receiving written notification of withdrawal and all required supporting documentation, or within 30 days of a school's written notice of dismissal.

** In accordance with the guidelines of the British Columbia Ministry of Advanced Education.*

HOMESTAY REFUND POLICY - GV VICTORIA

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2. If written cancellation notice is given less than 12 weeks before beginning of homestay, all money will be refunded except for the Homestay Fee.

3. For after commencement of Homestay:

3a. The student should inform the GV Homestay Office in writing three weeks before the end of the homestay period if he/she decides to cancel the agreed homestay period. If the notification period is less than 3 weeks, then in addition to the non-refundable notification period, a cancellation fee will apply.

3b. If the host family has failed to meet the Homestay conditions, the student will be moved to another Homestay, and there will be no refund for the period of homestay already used.

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Application Process: A letter of acceptance will be issued upon receipt of the completed registration form and a payment. Please check the school's website for payment policy. The original copy may be mailed, faxed, or emailed upon request. The school is not responsible for any extra courier charges.

Minors: Students under the age of 19 must have their application co-signed by a parent or legal guardian. Underage students must submit a letter of agreement signed by their parents/legal guardians. Student contracts must be signed by parents or legal guardians (Canada only). Custodial arrangements also need to be arranged.

Payment: Students may be required to pre-pay tuition fees when applying for student visas. Check with the school and local consulate for payment methods and any other requirements. Payment may be made by credit card, wire transfer, money order, or bank draft. Additional charges may also apply.

Refunds: Check fee sheets and our website for individual school policies. To be considered for a refund a student can submit a written withdrawal to the school. The date of receipt of the written notice determines which cancellation charges will be applied.

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Medical insurance: Student or legal guardian is responsible for ensuring sufficient medical insurance coverage is in effect before arrival. Minimum coverage is strongly recommended.

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