

Refund Policy

Tuition Refund

Rejection by Citizenship and Immigration Canada (CIC)

Students who are unable to obtain the necessary permits to enter Canada will receive a 100% refund to tuition fees, less the \$175 registration fee. The school must receive written notification of the cancellation by completing a cancellation/refund request form available from the school and send a copy of the letter of rejection from Citizenship and Immigration Canada before the refund will be processed.

Cancellation Policy

The registration fee is non-refundable. In the event that a student must cancel their program, the school must receive written notification of the cancellation by completing a cancellation/refund form available from the school. Refunds are processed according to the terms below.

% Program Completed	% Tuition Refunded
Cancellation 30 days or more before your <u>ESC start date</u> *	70% (minus registration fee)
Cancellation less than 30 days before your <u>ESC start date</u> *	60% (minus registration fee)
0-15% of the <u>length of study</u> **	50% (minus registration fee)
16%-24% of the <u>length of study</u> **	30% (minus registration fee)
Over 25% of the <u>length of study</u> **	0%

* ESC start date refers to the first day at ESC not individual program start dates.

** Length of study refers to the entire duration of your registration, not the length of individual programs.

❖ Please note that the percentages are based on complete weeks. Students that request a refund mid- week will have the calculation based on the following week.

Accommodation Refund

The Homestay Placement fee is non-refundable. Students must notify the school at least two weeks in advance in order to obtain a refund for unused homestay fees.

1. Cancellation Prior to Arrival

a) If the student cancels within 2 weeks prior to arrival, the homestay registration fee and two weeks homestay will be charged.

b) In the event that the student does not arrive to homestay, the 4-week homestay fee will be applied.

2. Cancellation After Arrival

Students are expected to provide 30 days notice of withdrawal from the homestay program. Students who withdrawal after arrival will not receive a refund of the Homestay Registration Fee, or the remainder of the homestay session (4 weeks).

Students are welcome to stay with the host throughout the notice period.

3. Cancellation Due to Visa Denial

If a student cancels because of a visa denial, the registration fee will be refunded, along with the homestay meal plan after the visa refusal letter is submitted to the ESC Administration Team.

Conditions of Enrolment

ESC reserves the right to refuse any undesirable registration. ESC reserves the right to change start dates, program and course content at any time and without prior notice. Fees, dates and conditions listed are subject to change without prior notice. Course are available based on enrolment.

ESC and its directors and shareholders accept no responsibility whatsoever for any loss or damage of personal belongings or property of 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 as per Student Handbook provided upon registration. Failure to comply with the rules of the school may result in dismissal.

Neither ESC nor its representatives its reliable in cases where ESC is unable to fulfil any services to which they are contractually bound because of weather, labour disputes, or other reasons which are beyond their control.