

**NORTH VANCOUVER SCHOOL DISTRICT # 44
INTERNATIONAL EDUCATION PROGRAM**

REFUND POLICY

Requests for refunds must be made in writing to the Manager, International Programs, no later than four (4) months prior to the start of the student's period of enrolment, as indicated on the letter of acceptance.

- Once payment in full has been received, if the four (4) month deadline has not passed, two-thirds (2/3) of the tuition fees paid may be refunded
- There will be an administration fee (as per the published fee schedule) charged for cancellations or deferrals
- Application, re-registration and administration fees are non-refundable

Once an international student has been accepted to the North Vancouver School District via the International Education Program, International Program fees are non-refundable as follows:

- If the refund request deadline of four (4) months before the start of the student's period of enrolment, as indicated on the letter of acceptance, has passed
- In the event an international student does not participate in the program, or withdraws early during their period of enrolment as indicated on their letter of acceptance
- If an international student is asked to leave the program as a consequence of violation of the International Student Agreement
- If the resident parent's status in Canada changes (receives a Work or Study Permit), the student remains a fee-paying international student
- If an international student and natural parent(s) become a Landed Immigrant, Refugee, or Permanent Resident of Canada, one month prior to the start of their period of enrolment, or during the school/academic year*

**Note, a student's fee-paying status does not change to provincial funding eligible until such time as determined by Central Registration (in consideration of the following school year)*

In the event a student's application for a study permit is denied, by Immigration Canada (IRCC), the conditions of the refund are:

- The application for any permit or visa was submitted to IRCC within 30 days after receipt of the Letter of Acceptance (LOA). An IRCC receipt must be supplied to our office.
- The student has no prior refusals for any Canadian federal government document
- The refund request is submitted in writing, with the IRCC refusal letter, within 15 days of the date of issue of the refusal letter

If the above conditions are met, the applicable tuition fee minus the administration fee (as per the fee schedule), may be refunded.

The North Vancouver School District is not liable for losses/expenses that may occur as a result of the District being unable to provide education owing to labour disputes, inclement weather or other causes beyond its control.

