



PLEASE INCLUDE THE NON-REFUNDABLE \$150.00CDN REGISTRATION FEE WITH YOUR APPLICATION

STUDENT REGISTRY INFORMATION

Name:	Phone:
	Email:
Halifax Address:	International Address:
Date of Birth: (day/month/year)	Nationality:
	Gender identification:
Emergency contact information: (name, email, phone number, relation to you)	

COURSE REGISTRY INFORMATION

Number of Months of Study:	Start Date: (day/month/year)
Please indicate course selection: General ESL Program General Business Program English for Academic Purpose (EAP) University Bridging Program (UBP) Test Preparation (IELTS, TOEIC, TOEFL, CELPIP) Private Tutoring Summer or Winter Camp	Homestay required? <input type="checkbox"/> Yes <input type="checkbox"/> No Health insurance required? <input type="checkbox"/> Yes <input type="checkbox"/> No Airport pick-up required? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Please indicate the highest level of schooling: Junior High High School College Diploma Undergraduate Degree Master's Degree PhD



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HALIFAX LANGUAGE INSTITUTE OF CANADA'S REFUND POLICY

Written Notice for Withdrawal: To initiate a refund, written notice must be provided by a student to Halifax Language Institute of Canada, stating his/her conditions for withdrawal.

Refund entitlement: Refund entitlement is calculated on the total fees due under the registration agreement, less the applicable non-refundable fees and service charges of the financial service/institution that processes the refund. Where total fees have not yet been collected, Halifax Language Institute of Canada is not responsible for refunding more than has been collected to date.

1. **Student is declined admission to Canada:** If the student's visa application for admission to Canada is declined, Halifax Language Institute of Canada will refund all money paid less the Non-Refundable Registration fee (\$150 CDN) and related financial charges. Student/Agent will provide proof of non-admission document issued by Canada Immigration Services.
2. **Students who cancel before the start date:** Students who cancel before the start date **AND** who return the original letter of acceptance will receive a refund of all fees **minus a 10% cancellation fee.**
3. Students who cancel before the start date and who do NOT return the original letter of acceptance **will not receive a refund.**
4. Students who withdraw within the first week of classes: Students who withdraw during the first week of classes, up until 4:00 p.m. on the first Friday of the semester, will receive a refund of 80% of the tuition fee only. There will be **no refund of registration fees, books, health insurance, homestay registration, or the first month of homestay fees.**
5. Students who withdraw after the first week of classes: Students who withdraw after 4:00 p.m. on the first Friday of the semester **will not receive a refund.**
6. **Student is dismissed (expelled): No refund will be issued.**

Executive Director retains the right to waive the cancellation fee at its sole discretion.

This is to certify that the student/parent/spouse whose signature is indicated below, demonstrated understanding of the requirements regarding registration and refund policies as set forth by Halifax Language Institute of Canada. All program terms and conditions have been presented.

Student Signature

Date:

Executive Director, Jordan Reed