



ICS INTERNATIONAL PROGRAM REFUND POLICY

(In effect as of September 1, 2023)

In the event that an applicant decides not to attend or leaves the International Education Program, only a portion of the paid tuition fee will be refunded.

All requests for a refund must be made in writing to mdurkan@cisdv.bc.ca.

The International Application Fee is non refundable.

The following refund policy will apply to all international students:

1. Full refund, less a \$500 Administrative Processing Fee, if the International Student Study Permit is not approved by Immigration and Citizenship Canada (**request for refund must include a letter of rejection from the High Commission).
2. If the student withdraws prior to August 15th of the school year accepted for, 2/3 of the tuition fee and 100% of all other fees will be refunded.
3. If the student withdraws between August 15th and September 15 of the school year accepted for, 50% of the tuition fee will be refunded. \$2500 of homestay fees (if applicable) will be retained by the program. All other fees will be refunded in full.
4. No refund of the tuition fees will be issued if the student withdraws after the 15th of September of the school year accepted for. \$2500 of homestay fees (if applicable) will be retained by the program. All other fees will be refunded in full.
5. No refund of the tuition fees will be issued if the student is found to be in violation of school rules/policies (i.e. failure to meet program expectations, drinking alcohol, taking drugs). \$2500 of homestay fees will be retained by the program. All other fees will be refunded in full.

****If an international student is granted "permanent resident status" or becomes "eligible for provincial funding" during the school year accepted for as an international student, the applicable change in tuition fees will only come into effect the following school year.*