

## Toronto Refund Policy

1. The Enrollment Fee and Accommodation Placement Fee are non-refundable.
2. All tuition and accommodation fees will be refunded if a Study Permit is denied, provided that the student gives notice within reasonable time, as per the Oxford International Toronto Study Permit Application Condition, and provides the school with written notification from Immigration Canada of this decision prior to the program commencement.
3. No refunds will be issued for time off during public holidays
4. If a student withdraws from their course, in writing, 14 days prior to the start of the course, all tuition fees will be refunded.
5. If a student withdraws from their course, in writing, fewer than 14 days prior to the start of the course, but no later than 1:00 PM on the last Friday before the commencement of the course, all tuition fees will be refunded except for tuition fees for one week.
6. If a student fails to show up for their course or withdraws after 1:00 PM on the last Friday before the commencement of the course, no tuition fees will be refunded.
7. For the Junior Summer Programs, all fees will be refunded if the course is cancelled, in writing, 30 days prior to the start of the course. No refunds will be given for cancellations received fewer than 30 days prior to the start of the course.
8. Students may cancel accommodations by providing two weeks' notification, in writing. In such cases, all unused accommodation fees will be refunded. If a student cancels their accommodations, in writing, with less than two weeks' notice, all unused accommodation fees will be refunded except for the two-week notification period. Some residences will require 4-weeks' or more notice to cancel.
9. The Airport Reception fee will be refunded if the student cancels this service, in writing, at least 7 days prior to the scheduled arrival date.
10. There will be a \$110 administration fee charged for any changes to course or accommodation type or duration, including cancellations.
11. A student will be dismissed from their course and/or accommodations if they violate Canadian law and/or the Oxford International Toronto Rules & Regulations. No refunds will be issued in the case of dismissal.
12. In the event that all fees are not received as a result of items such as bank wire charges, etc., the outstanding fees due will be reduced from tuition fees.
13. Refunds will be issued within 30 days of receiving written notice and only upon presentation of the original corresponding receipt. If a representative or agent has registered the student, the refund will be sent to the representative or agent.
14. Refunds are normally issued by cheque. Refunds issued by other methods are subject to a service charge.

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