

## San Diego 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.

3. The notice of cancellation must be in writing; a student's withdrawal may be brought about by their written notice or by their conduct, including but not limited to lack of attendance.

4. Oxford International San Diego will refund 100% of the amount paid for institutional charges, less the registration fee, if the notice of cancellation is made through attendance at the first class session or the seventh class day after enrollment, whichever is later.

5. If a student withdraws or cancels the enrollment agreement during a period of attendance for which they have paid, the student will be entitled to the refunding of the unearned institutional charges on a prorated basis provided that they have completed 60% of less of the program.6. 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.

7. 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.

8. 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.

9. There will be an \$80 administration fee charged for any changes to course or accommodation type or duration, including cancellations.

10. 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.

11. Oxford International San Diego shall pay or credit the refund within 45 days of the student's cancellation or withdrawal. If a representative or agent has registered the student, the refund will be sent to the representative or agent.

12. Refunds are normally issued by cheque. Refunds issued by other methods are subject to a service charge.

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