



Summer English Language & Cultural Experience

Tel: 416.534.7400

Email: [edu@costi.org](mailto:edu@costi.org)

Website: [www.costi.org](http://www.costi.org)

## COSTI Refund Policy

All refunds will be processed within 45 days of receiving a written request for a refund. Refunds are made to the person, company, agency or organization that made the original payment.

- Students who are terminated due to violation of the school's written policies or provincial or federal laws will receive no refund.
- Course fees may be refunded upon written request from the student, received no later than one (1) week before commencement of the course.
- In all cases where a student has attended one class, an administration charge of 25% of the registration fee will be deducted from the refund. A request for refund will not be granted after the third class of the session. A written request for refund must be submitted within three weeks of commencement of the course.
- If a course is cancelled by COSTI, the full registration fee will be refunded.
- A copy of the receipt issued when the registration fee was paid must accompany the request for refund.

### Non-Refundable Fees

- The \$150.00 CAD Administration fee is non-refundable.

### Visa Refusal

Students, who are denied or unable to obtain the proper documentation to enter and study at the school, are entitled to a full refund less all Non-Refundable Fee (as indicated above). Students MUST request a refund in writing four weeks prior to the start of their course and produce proof of rejection from Citizenship and Immigration Canada, the original COSTI Letter of Acceptance, and the original receipt of tuition payment.



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## Refund Request Form

COSTI Immigrant Services Summer English Language and Cultural Experience	
Refund Request	
Contact Person's First Name	Last Name
Student's Name First Name	Last Name
Address	Town
City	Country
Posta Code/Area Code	Receipt #
Reason for Refund	

E-mail completed refund form to [edu@costi.org](mailto:edu@costi.org)