ACADEMIA
LANGUAGE SCHOOL

REV. 11/2017

Non F-1 Student Visa Course (Non I-20 course)
General Information

Course Start Date

Non F-1 student visa courses start every Monday. See attached Course Start Date Calendar for details.

The student should apply before the course start date to enroll. There will be a placement test followed by an interview.

Class Schedule

Academia has a flexible class schedule. Students take an interview and then choose their schedule for a total of 15 hours (or more if allowed by your immigration status) from the following class times:

Morning class times:	Afternoon class times:
8:10-9:50	12:30-2:20
10:10-11:50	2:30-4:20

Each class is 50 or 100 minutes, Monday through Friday. Please see our schedule for details.

2018 Tuition Information

Weeks	Tuition for 15 hours/week	Total with $125.00 Registration Fee
1	$200.00	$325.00
2	$370.00	$495.00
3	$530.00	$655.00
4	$660.00	$785.00
5	$830.00	$955.00
6	$990.00	$1,115.00
7	$1,150.00	$1,275.00
8	$1,180.00	$1,305.00
12	$1,720.00	$1,845.00

Registration Fee $125.00 is non-refundable. State tax is included in all the above fees.
Textbooks are **not** included in the tuition and may be purchased separately.
Tuition rates for longer periods are available upon request.

Refund Policy

After a student submits a request for withdrawal, tuition refund will be made within 30 days according to the following:

Enrollment- 8 weeks or longer:

Withdrawal before the first day of instruction	Full Refund
Withdrawal before the first half of instruction (mid-point of a session*) is completed	Partial Refund*
Withdrawal any time after the mid-point	No Refund

*One Session is 8 weeks. The mid-point of a session is 4 weeks. The refund amount is calculated by subtracting the used tuition amount (of the completed session) from the total tuition paid

Enrollment- shorter than 8 weeks:

Withdrawal before the first day of instruction	Full Refund
Withdrawal from courses of 4 weeks or less	No Refund
Withdrawal before the mid-point of the session* for enrollment in classes longer than 4 weeks	Partial Refund*
Withdrawal after the mid-point	No Refund

*A session is the total number of weeks of enrollment. For example, the mid-points for enrollments of 5, 6, or 7 weeks are 2.5,3, and 3.5 respectively. The refund amount is calculated by subtracting the used tuition amount (of the completed session) from the total tuition paid.

-Charges for books, audio materials, and supplies are non-refundable.
-Checks returned for insufficient funds, a fee of $25.00 will be charged.

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Non I-20 ENROLLMENT APPLICATION

You may fill out and mail / fax to us or come to our office on the desired course start day at 8:15am

Name: _____
First name Last name

Birthday: _____ / _____ / _____ Country: _____ Visa Type: _____
Month Day Year

Address in Hawaii: _____
Street Apt # City State Zip Code

Phone: (_____) _____ - _____ Email: _____

Course Start: _____ / _____ / _____
Month Day Year

Tuition: $ _____

Course Ends: _____ / _____ / _____
Month Day Year

TOTAL with $125 Registration Fee: $ _____

Full tuition is due prior to first class

Refund Policy - Please read and sign

After a student submits a request for withdrawal, tuition refund will be made within 30 days according to the following:

Enrollment of 8 weeks or longer:

Withdrawal before the first day of instruction (코스 시작 전 등록 취소 コーススタート前の退学) ..... Full Refund
Withdrawal before the first half of instruction (mid-point of the session*) is completed (4 주 이전 취소 4 週間を超える コースで中間時前の退学) Partial Refund**
Withdrawal any time after the mid-point (4 주 이후 취소 中間時後の退学) ..... No Refund
*One session is 8 weeks. The mid-point of a session is 4 weeks.
**The refund amount is calculated by subtracting the used tuition amount (of the completed session) from the total tuition paid.

Enrollment - shorter than 8 weeks:

Withdrawal before the first day of instruction (코스 시작 전 등록 취소 コーススタート前の退学) ..... Full Refund
Withdrawal from courses of 4 weeks or less (처음 등록이 4 주 이하인 경우 4 週間以内のコースでコース開始後の退学) ..... No refund
Withdrawal before the mid-point of the session* for enrollment in classes longer than 4 weeks (4 주 이상 남은 경우 4 週間を超える コースで中間時前の退学) Partial Refund**
Withdrawal after the mid-point 학기 중간 이후 취소 中間時後の退学 No refund
*A session is the total number of weeks of enrollment. For example, the mid-points for enrollments of 5, 6, or 7 weeks are 2.5, 3, and 3.5 weeks respectively.
**The refund amount is calculated by subtracting the used tuition amount (of the completed session) from the total tuition paid.

- All refunds will be issued less the $125 registration fee.
- Charges for books, audio materials, and school supplies are non-refundable.
- A $25.00 fee will be charged for checks returned due to insufficient funds.
- Academia reserves the right to refuse service to anyone.

I have read and understand the refund policy, and I agree to the policy _____ (Initial)

SIGNATURE: _____ **DATE:** _____

Office Use Only

Payment: $_____ **Date:** _____ **Accepted by:** _____ **CT:** _____ **FM Pro:** _____

Form: Rev 11/2017

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