## Non F-1 Student Visa Course (Non I-20 course) <br> General Information

## Course Start Date

Non F-1 student visa courses start every Monday (or Tuesday, if Monday is a school holiday).
The student should apply before or on the course start date to enroll. There will be a placement test followed by an interview/orientation.

## 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:
7:15-9:30, 8:10-9:50, 9:55-12:00, 10:10-11:50
Afternoon class times:
$12: 10-2: 25,12: 30-2: 20,2: 30-4: 20$

## 2020 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.
An administrative work week takes place during the last week of each school term, during which time the school completes end-of-term administrative tasks and prepares for the start of the upcoming term. While regular classes are not held during this week, optional tutoring sessions and school activities are made available to students. Tuition is, therefore, applied to all administrative work weeks. (Please note that it may not always be possible during administrative work weeks for students to participate fully in all of the 20 hours or 15 hours in which they have enrolled.)

## 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 from 5-7 week enrollment $\quad$ Partial Refund*
Withdrawal after the initial 4 weeks No Refund
*The refund amount is calculated by subtracting the minimum 4 weeks. Please see the front office for exact refundable amount.
-Charges for books, audio materials, and supplies are non-refundable.
-Checks returned for insufficient funds, a fee of $\$ 25.00$ will be charged.

## 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:


Phone:

$\qquad$ $-$ $\qquad$ Email:

Course Start:
 $/ \xrightarrow[\text { Year }]{ }$

Year

## Tuition: \$

$\qquad$

Course Ends: $\qquad$ /

Year

TOTAL with \$125 Registration Fee: \$ $\qquad$

## Full tuition is due prior to first class

## Refund Policy - Please read and sign

Transactions made via cash or check will be refunded via check. Transactions made via credit card will be refunded back to the same credit card used for that transaction. If a refund cannot be made back to the same credit card due to our processing company's refund period, the refund will be processed via check. All refunds will be made within 30 days of confirming the refund request.

## Enrollment of 8 weeks or longer:

Withdrawal before the first day of instruction ................................................................................................................................................. Full Refund
Withdrawal before the first half of instruction (mid-point of the 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 from 5-7 week enrollment ....................................................................................................................................................... Partial Refund** Withdrawal after the initial 4 weeks ........................................................................................................................................................... No refund
**The refund amount is calculated by subtracting the minimum 4 weeks. Please see the front office for exact refundable amount.

- 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.

For our refund policy in Japanese and Korean, please visit our website - www.academiaschool.edu > Fees > Refund Policy Click on the flags at the top right corner to select your language.

I have read, understand, and agree to the refund policy. (Initial)
If the student is under 18 years old, then the legal guardian must sign on the student's behalf
SIGNATURE: $\qquad$ DATE: $\qquad$

|  | Office Use Only |  |  |
| :--- | :--- | :--- | :--- | :--- |
| Payment: \$___ $\quad$ Date: $\quad$ Accepted by:___ $\quad$ CT: $\quad$ FM Pro:___ |  |  |  |

ACADEMIA

| ANGUAGE:SCHOL |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |  |
|  |  |  | 1 | 2 | 3 | 4 |  |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |  |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |  |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |  |
| 26 | 27 | 28 | 29 | 30 | 31 |  |  |

*1/1 - New Year's Day (No School)
${ }^{*} 1 / 20$ - Dr. Martin Luther King Jr. Day (No School)

| April |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  |  |  | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |  |  |


| July |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  |  |  | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |  |

*7/3 - Independence Day (No School)

| October |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  |  |  |  | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| *10/12 - Discoverers' Day (No School) |  |  |  |  |  |  |

2020 Term Calendar

| February |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  |  |  |  |  |  | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |

*2/17 - Presidents' Day (No School)

| May |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  |  |  |  |  | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |  |  |  |  |  |  |
| 55/25 - Memorial Day (No School) |  |  |  |  |  |  |

*5/25 - Memorial Day (No School)

| August |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  |  |  |  |  |  | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |  |  |  |  |  |

*8/21 - Hawaii Statehood Day (No School)

| November |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 |  |  |  |  |  |

*11/11 - Veterans Day (No School)
*11/26 - Thanksgiving (No School)

| March |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |  |  |  |  |


| School Holiday |
| :---: |
| Administrative Work Week |
| Advising Day |
| Teachers' Meeting - No School |

*3/26 - Prince Kuhio Day (No School)

| June |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |  |  |  |  |


| Winter Term |
| :---: |
| Spring Term |
| Summer Term |
| Fall Term |

*6/11 - Kamehameha Day (No School)

| September |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  |  | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 |  |  |  |

*9/7 - Labor Day (No School)

| December |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|  |  | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |  |  |

*12/25 - Christmas (No School)

