

# Course Fees 2011

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|--|----------------------|---|
| • <b>Application fee</b>               | NZ\$160              | payable once only                           |
| • <b>Intensive English Course</b>      | NZ\$350 per week     |   |
| • <b>Cambridge examination courses</b> | NZ\$350 per week     |   |
| • Cambridge course materials           | NZ\$160              |   |
| • Cambridge examination fee            | NZ\$310              |   |
| • <b>Additional individual tuition</b> | NZ\$85 per lesson    | (50 minute lesson after normal class hours) |
| • <b>Private tuition programme</b>     | Price on application | (depending on student requirements)         |

**Enrolments over 22 weeks qualify for an additional 2 free weeks**

## Accommodation Fees 2011

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|---|------------------|---------------------------|
| • <b>Homestay administration fee</b>                        | NZ\$160          | (payable once only)       |
| • <b>Homestay, single room (shared bathroom)</b>            | NZ\$230 per week |                           |
| • <b>Executive Homestay, single room (private bathroom)</b> | NZ\$300 per week | (subject to availability) |
| • <b>Extra night stay in single room</b>                    | NZ\$50 per night |                           |
| • <b>Homestay, double room (shared bathroom)</b>            | NZ\$400 per week |                           |
| • <b>Homestay, double room (private bathroom)</b>           | NZ\$500 per week | (subject to availability) |
| • <b>Extra night stay in a double room</b>                  | NZ\$80 per night |                           |
| • <b>Airport pick-up</b>                                    | NZ\$50           |                           |

The price of homestay includes half-board from Monday to Friday and full-board on weekends and public holidays.

We can also assist with finding independent accommodation according to requirements.

## Refund and Cancellation Policy

1. For courses not longer than five weeks, 50% of the tuition fees can be refunded to a student cancelling his or her course no later than two (2) days after the course starts. Tuition fees cannot be refunded after this date. The cancellation notice must be in writing.
2. For courses longer than five weeks but not longer than twelve weeks, 75% tuition fees can be refunded to a student cancelling his or her course no later than five (5) days after the course starts. Tuition fees cannot be refunded after this date. The cancellation notice must be in writing.
3. For enrolments longer than twelve weeks, tuition fees will be refunded to a student cancelling his or her course within the first seven (7) days of their course. Tuition fees cannot be refunded after this date. The cancellation notice must be in writing.
4. The cancellation fee (10% of the course fee up to maximum NZ\$500) will be deducted from the refund payment.
5. Where payment is received from an overseas study agency, we will pay tuition refund to that agency. Any such agency is considered to be the student's representative, retailing our school services.
6. Transfer of tuition entitlements between students is specifically prohibited.
7. Refunds or enrolment extensions will not be given to students:
  - taking a holiday during their course, unless approved by the Institute
  - arriving later than the course start date, unless approved by the Institute
  - leaving the Institute before the course is finished, unless approved by the Institute
8. Students enrolled for 6 months or more may have up to 2 subsequent weeks holiday during the course, with the dates of holiday agreed on at the time of enrolment. Changes to these dates can be made at the Institute's discretion. If the planned holidays are not taken, the course will be shortened accordingly.
9. Homestay dates are from Saturday to Saturday, or Sunday to Sunday. If you are staying longer than specified above, please contact us to arrange the additional payment. Homestay fees will be refunded if you move to a private accommodation, if you give us at least one week's notice about the move.
10. The Institute will not be held responsible for any sickness, damage, injury or loss incurred at the Institute, at the accommodation organised by the Institute, or at any activity or trip organised by the Institute. It is the student's responsibility to have adequate insurance to cover medical expenses, repatriation and loss of school fees if the student needs to shorten the enrolment (or cancel the course) as a result of any such event described above.
11. The Institute reserves the right to amend fees and conditions at any time.