

# 2017 ILSC Canada Price List

Fees valid for registrations received between Nov 1, 2016 and October 31, 2017, for start dates after Jan 1, 2017. The availability of programs is subject to student enrollment. All fees are in Canadian dollars.

## REGISTRATION FEES

Registration fee—Low season (Jan 3–Jun 25 & Aug 19–Dec 22\*) **\$150** (non-refundable)  
 Registration fee—High season (Jun 26–Aug 18\*) **\$200** (non-refundable)  
 Junior Program registration fee\*\* **\$250**

Textbook & materials fee for students studying 1–11 weeks **\$80**  
 Textbook & materials fee for students studying 12–23 weeks **\$160**  
 Textbook & materials fee for students studying 24+ weeks **\$240**

Registration and materials fees apply to all core and specialty programs unless specified otherwise. Students who extend their study time may be required to pay an additional materials fee based on their overall number of study weeks.  
 \*Registration fee based on study start dates. \*\*Applies to Junior Programs. Included in package pricing, where applicable

## TUITION FEES PER WEEK (1 Lesson = 50 minutes)

VAN—Vancouver TO—Toronto MTL—Montréal

STUDY SCHEDULE	DAYTIME SCHEDULES			
	FULL-TIME INTENSIVE 30 lessons/week Mon–Thu: 9:00 am–4:00 pm Fri: 9:00 am–12:00 pm	FULL-TIME 24 lessons/week Mon–Thu: 9:00 am–2:30 pm Fri: 9:00 am–12:00 pm	PART-TIME AM 17 lessons/week Mon–Fri: 9:00 am–12:00 pm	PART-TIME PM 13 lessons/week Mon–Thu: 1:00–4:00 pm
1–11 weeks	\$405	\$345	\$260	\$155
12–23 weeks	\$380	\$330	\$260	\$155
24+ weeks	\$365	\$315	\$260	\$155

## PM & EVENING SCHEDULES - TORONTO

STUDY SCHEDULE	FULL-TIME PM 24 lessons/week Mon–Thu: 2:45 pm–7:30 pm Fri: 1:00 pm–4:00 pm	EVENING FULL-TIME 18 lessons/week Mon–Thurs: 5:00 pm–9:00 pm	SINGLE EVENING COURSE 9 lessons/week Mon–Thurs: 5:00 pm–7:00 pm OR Mon–Thurs: 7:15 pm–9:00 pm
1–11 weeks	\$345	\$175	\$100
12–23 weeks	\$330		
24+ weeks	\$315		

## SPECIALTY PROGRAMS

VAN—Vancouver TO—Toronto MTL—Montréal

SPECIALTY PROGRAM	LENGTH OF PROGRAM	START DATES	COST
<b>Volunteer Experience English, French or Bilingual*</b> • VAN • TO • MTL	6–12 weeks study + 4–12 weeks volunteer experience	Every Monday except the last week of a session	<b>Full-Time or Full-Time Intensive tuition + service fee \$825</b>
<b>Ranchstay</b> • VAN	2–6 weeks study + 2–6 weeks on a ranch	Every Monday except the last week of a session <i>Note: Ranchstay is available all year round. However, there is less riding available between Nov–Feb due to snow</i>	(Full package—all fees included) 4 weeks <b>\$3,070</b> ; 6 weeks <b>\$4,040</b> ; 8 weeks <b>\$5,000</b> ; 10 weeks <b>\$5,880</b> ; 12 weeks <b>\$6,830</b>
<b>IELTS Mastery: 6.5</b> • VAN • TO • MTL	8 weeks or 16 weeks (depending on entry level)	Session start dates	<b>Full-Time Intensive tuition + materials fee \$100</b>
<b>FCE Cambridge Mastery</b> • VAN • TO • MTL <b>CAE Cambridge Mastery</b> • VAN • TO • MTL	5–13 weeks (refer to 1-pager for program schedules)	<b>FCE:</b> Jan 3 (9 weeks); Jan 30 (5 weeks); Mar 27 (10 weeks); Apr 24 (6 weeks); Sep 11 (13 weeks); Oct 10 (9 weeks) <b>CAE:</b> Jan 3 (10 weeks), Jan 30 (6 weeks); Mar 27 (10 weeks); Apr 24 (6 weeks); Sep 11 (13 weeks); Oct 10 (9 weeks)	<b>Full-Time Intensive tuition + material and test fees: \$350</b> (non-refundable)
<b>Medical English Diploma/Certificates</b> • VAN	Diploma: 12 weeks Certificate: 4 weeks per certificate	Session start dates	<b>Full-Time tuition</b>
<b>University Pathway Program</b> • VAN • TO • MTL	Minimum 8 weeks of required academic courses (length varies depending on schedule and progress)	Session start dates	<b>Full-Time Intensive tuition</b>

\*French/Bilingual programs are only available in ILSC—Montréal.

## JUNIOR PROGRAMS

VAN—Vancouver TO—Toronto

SPECIALTY PROGRAM	LENGTH OF PROGRAM	START DATES	COST
<b>ESL-High School Bridge Program</b> • VAN • TO	Any study length*	<b>VAN:</b> Any Monday year-round, except the last week of the session. <b>TO:</b> Any Monday between Jun 19–Aug 28, except the last week of the session (our 2017 program ends Friday, Sep 1).	Junior Program registration fee + either: <b>Full-Time Intensive tuition OR</b> <b>Full-Time tuition OR</b> <b>Part-Time AM tuition</b>

For other Junior Programs held at all Canadian locations (including programs held at ILSC Campuses, Residential Campuses, PM programs, and Family programs), please refer to the the Junior Program Application Form for dates, program fees, and to apply.

\*In Toronto, the program is available in summer only. Students may register for 1–11 weeks of study, depending on their start date. Toronto's 2017 program ends Friday, Sep 1.

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TUTORING FEES			
PROGRAM	LENGTH OF PROGRAM	START DATES	COST
<b>Executive Business English/French,* Customized Small Group or Private</b> • VAN • TO • MTL	Minimum 2 weeks, 20 hours/week	Available year-round upon request—contact ILSC	Customized small group: <b>\$1,250/week</b> Private: <b>\$1,650/week</b> + materials fee
<b>Private Tutoring (English/French*)</b> • VAN • TO • MTL	5–30 hours/week	Available year-round upon request—contact ILSC	General English/French—one person: <b>\$75/hour</b> General English/French—two or more: <b>\$50/hour</b> Specialty English/French—one person: <b>\$85/hour</b> Specialty English/French—two or more: <b>\$65/hour</b>

\*French/Bilingual programs are only available in ILSC–Montréal.

2017 EXAM DATES	
CAMBRIDGE EXAM	EXAM DATES
<b>FCE Cambridge Exam</b> • VAN • TO • MTL	Mar 4, Jun 3, Aug 24, Dec 9
<b>CAE Cambridge Exam</b> • VAN • TO • MTL	Mar 11, Jun 3, Aug 25, Dec 9
<b>CPE Cambridge Exam</b> • VAN • TO* • MTL*	Mar 11, Jun 8, Dec 2
<b>BEC Cambridge Exam</b> • VAN	Mar 18, Jun 8, Dec 2
IELTS EXAM	

ILSC's Canadian locations are official IELTS test centres. Visit our website for dates, or to register: [www.ilsc.com/ielts](http://www.ilsc.com/ielts)

\*Test requires a minimum number of registrants to run.

# 2017 ILSC Canada Accommodations Price List

## ACCOMMODATION REGISTRATION FEES

Accommodation Registration Fee (required for all accommodations options listed, and due in advance to confirm booking)	<b>\$220</b> (non-refundable)
Re-placement Fee (required if students change their accommodation placement at any time)	<b>\$100</b>

## HOMESTAY FEES (if applicable)

HOMESTAY OPTIONS	18 YEARS AND OLDER		UNDER 18 YEARS	
	LOW SEASON	HIGH SEASON*	LOW SEASON	HIGH SEASON*
Homestay—Full board (3 meals per day)	\$231/week (\$33/night)	\$245/week (\$35/night)	\$245/week (\$35/night)	\$259/week (\$37/night)
Homestay—Half board (2 meals per day—no lunch)	\$217/week (\$31/night)	\$231/week (\$33/night)	\$231/week (\$33/night)	\$245/week (\$35/night)
Roomstay	\$161/week (\$23/night)	\$175/week (\$25/night)	N/A	N/A
Custodial letter for students under 18 years (if required)	N/A		\$150 (non-refundable)	
Airport transfer			\$100 (one way)	\$180 (two way)

\*High season pricing applies from the night of Jun 25 to the night of Aug 19 inclusive, based on the dates of your stay.

## ALTERNATIVE ACCOMMODATION FEES\*

Visit our website to see our variety of options: [www.ilsc.com](http://www.ilsc.com)

### VANCOUVER — YWCA (Taxes included where applicable)

Minimum age requirement is 19 at time of arrival. 4 week minimum booking required.

ROOM TYPE	JAN-APR & SEP-DEC		MAY		JUN-AUG	
	FIRST 4 WEEKS	ADDITIONAL WEEKS	FIRST 4 WEEKS	ADDITIONAL WEEKS	FIRST 4 WEEKS	ADDITIONAL WEEKS
Single room with hall bathroom	\$350/week	\$265/week	\$400/week	\$320/week	\$590/week	\$530/week
Single room with semi-private bathroom	\$380/week	\$300/week	\$450/week	\$420/week	\$740/week	\$670/week

### VANCOUVER — GEC (Taxes included where applicable)

Minimum age requirement is 19 at time of arrival.

ROOM TYPE	MAR-SEP	OCT-FEB
Single room with kitchen	\$565/week	\$515/week
Single room with no kitchen	\$540/week	\$475/week

### TORONTO — CHESTNUT RESIDENCE (Taxes included where applicable)

30 night minimum stay required. Rates include breakfast and dinner.

ROOM TYPE	MAY 20-AUG 13
Single room with en-suite bathroom	\$63/night
Double room (2 beds) with en-suite bathroom (per person)	\$51/night

### TORONTO — RYERSON UNIVERSITY-ILLC (Taxes included where applicable)

Rates include breakfast. Dinner can be added for an additional cost.

ROOM TYPE	MAY 20-AUG 13
Single room with en-suite bathroom	\$68/night
Double room (1 bed) with en-suite bathroom (per person)	\$49/night

### TORONTO — TOWN INN (Taxes included where applicable)

Minimum age requirement is 18 at time of arrival.

ROOM TYPE	NOV-MAR		APR-OCT	
	PER NIGHT	PER MONTH	PER NIGHT	PER MONTH
One bedroom suite	\$142	\$2,800	\$176	\$3,100

### MONTREAL — EVO VIEUX-MONTREAL (Taxes included where applicable)

Monthly bookings only.

ROOM TYPE	FIRST MONTH	ADDITIONAL MONTHS
Single occupancy	\$1,275/month	\$1,076/month
Double occupancy (per person)	\$950/month	\$750/month

### MONTREAL — TRYLON APARTMENTS (Taxes included where applicable)

Minimum age requirement is 18 at time of arrival.

ROOM TYPE	1-14 NIGHTS (PER PERSON)	15-29 NIGHTS (PER PERSON)	30+ NIGHTS (PER PERSON)
Studio (maximum 2 people)	\$83/night	\$71/night	\$1,460/month
Junior suite (maximum 3 people)	\$90/night	\$78/night	\$1,615/month
Single room	\$103/night	\$90/night	\$2,019/month

\*Rates are per person. Please confirm availability with ILSC upon registration. For full terms and conditions please refer to our website.

## PAYMENT INFORMATION

Payment can be made by credit card, cheque, money order, or bank transfer. We accept Visa or Mastercard. For credit card payments, a credit card authorization form will be provided with your invoice. Please send all forms and payment in full, directly to the school you will be attending.

LOCATION	BANK TRANSFER DETAILS	MONEY ORDERS & CHEQUES
<b>ILSC EDUCATION GROUP C/O ILSC VANCOUVER</b> 555 Richards St., Vancouver, BC V6B 2Z5 Canada DLI: 019275396842	Transfer Canadian funds to: <b>BMO Bank of Montréal</b> 595 Burrard St. Vancouver, BC V7X 1L7 Canada Account: 1251400 Institution: 001 Transit: 08120 SWIFT code: BOFMCAM2	Transfer US funds to: <b>Wells Fargo Bank</b> SWIFT code PNBPU33NYC ABA: 026 0050 92 For further credit to: <b>BMO Bank of Montréal</b> 595 Burrard St. Vancouver, BC V7X 1L7 Canada Account: 4680819 Institution: 001 Transit: 00040 SWIFT code: BOFMCAM2
<b>ILSC EDUCATION GROUP C/O ILSC TORONTO</b> 443 University Ave., 3rd Floor, Toronto, ON M5G 2H6 Canada DLI: 019375697742	Transfer Canadian funds to: <b>BMO Bank of Montréal</b> 595 Burrard St. Vancouver, BC V7X 1L7 Canada Account: 1833324 Institution: 001 Transit: 00040 SWIFT code: BOFMCAM2	Transfer US funds to: <b>Wells Fargo Bank</b> SWIFT code PNBPU33NYC ABA: 026 0050 92 For further credit to: <b>BMO Bank of Montréal</b> 595 Burrard St. Vancouver, BC V7X 1L7 Canada Account: 4784491 Institution: 001 Transit: 00040 SWIFT code: BOFMCAM2
<b>ILSC EDUCATION GROUP C/O ILSC MONTRÉAL</b> 410 Rue St-Nicolas, Suite 300 Montréal, QC H2Y 2P5 Canada DLI: 019359201512**	Transfer Canadian funds to: <b>BMO Bank of Montréal</b> 595 Burrard St. Vancouver, BC V7X 1L7 Canada Account: 1834300 Institution: 001 Transit: 00040 SWIFT code: BOFMCAM2	Transfer US funds to: <b>Wells Fargo Bank</b> SWIFT code PNBPU33NYC ABA: 026 0050 92 For further credit to: <b>BMO Bank of Montréal</b> 595 Burrard St. Vancouver, BC V7X 1L7 Canada Account: 4789225 Institution: 001 Transit: 00040 SWIFT code: BOFMCAM2

\*\*ILSC-Montréal has a framework affiliation agreement with CEGEP de la Gaspésie et des Îles, and shares the same DLI number. You will be issued a joint Letter of Acceptance including the logos of both schools.

ILSC LANGUAGE SCHOOLS INCLUDES: THE ILSC EDUCATION GROUP INC. (ILSC-VANCOUVER, ILSC-TORONTO, ILSC-MONTRÉAL); ILSC (SAN FRANCISCO) LLC.; ILSC (NEW YORK), LLC.; ILSC INDIA PRIVATE LTD.; AND CRICOS CODE 02137M ILSC (BRISBANE) PTY LTD (TRADING AS ILSC-BRISBANE, ILSC-SYDNEY AND ILSC-MELBOURNE)

# ILSC Canada Policies

## ADMISSIONS POLICY

To be admitted to ILSC, prospective students must submit a valid copy of international ID (such as a passport or Driver's License) along with a signed copy of this application form (as noted on page 1, a parent/guardian must also sign if the student is a minor).

ILSC has monthly session start dates. Students can also commence their studies on any Monday during most of the year.

Minimum age for general studies and most specialty programs is 16\* at the commencement of studies.

\*For ILSC's Junior programs, students must be between 10–17 years old, and a different set of policies and procedures applies—please refer to the Junior Program application form to see the applicable junior program policies and student contract.

## DISPUTE RESOLUTION POLICY

ILSC encourages an open dialogue between all students and school staff. In the event of a dispute between ILSC and a student, the following dispute resolution policy shall be followed.

Step 1: An open dialogue between the student and their Program Director shall take place in the hope of finding a quick and mutually acceptable solution to the dispute.

Step 2: In the event that Step 1 is not successful, a meeting shall be convened between the student and the Academic Director of the school in the hope of finding a mutually acceptable solution to the dispute. (This will take place within 1 week after the unsuccessful attempt outlined in step #1)

Step 3: If Step 2 proves to be unsuccessful, the student shall submit their complaint in writing, and the Director shall respond in writing, outlining solutions to the dispute. (This will take place within 2 work days of receiving the letter)

Step 4: If the dispute remains unresolved after Step 3, the student may choose to ask for mediation. The cost will be split between ILSC and the student. The mediator must be impartial and mediation shall take place at the earliest date possible once a mediator has been identified.

Step 5: If the dispute remains unresolved after Step 4, ILSC students may file their complaint with the Private Training Institutions Branch (PTIB) of BC for Vancouver campus students, or Languages Canada for Toronto or Montreal students.

## CANCELLATION & REFUND POLICY – ILSC-TORONTO & ILSC-MONTREAL

1) A student may be entitled to a refund of tuition fees in the event that:

- The student provides written notice to ILSC that he or she is withdrawing from the program; or
- ILSC provides written notice to the student advising that the student has been dismissed from the program.

2) The written notice of withdrawal or dismissal may be delivered in any manner provided that a receipt or other verification is available that indicates the date on which the notice is delivered.

3) The notice of withdrawal or dismissal is deemed to be effective from the date it is delivered.

4) The refund to which a student is entitled is calculated on the total tuition fees due under the contract. Where total tuition fees have not yet been collected, ILSC is not responsible for refunding more than has been collected to date and a student may be required to make up for monies due under the contract.

5) If ILSC has received fees in excess of the amount it is entitled to under the student contract, the excess amount must be refunded.

6) If your study permit or visa is denied, ILSC will retain the registration fee of \$200 and, if applicable, the \$220 accommodation registration fee.

7) Refund policy for students:

(a) Refunds before the program of study begins:

- If written notice of withdrawal is received by ILSC within 7 days after the contract is made, and before the commencement of the period of instruction specified in the contract, ILSC may retain 5% of the total tuition and fees due under the contract to a maximum of \$250.
- If written notice of withdrawal is received by ILSC 30 days or more before the commencement of the period of instruction specified in the contract and more than 7 days after the contract was made, ILSC may retain 10% of total tuition only due under the contract to a maximum of \$1000.
- Subject to Section 7 (a) (i) above, if written notice of withdrawal is received by ILSC less than 30 days before the commencement of the period of instruction specified in the contract, and more than 7 days after the contract was made, ILSC may retain 20% of the total tuition only, due under the contract to a maximum of \$1300.

(b) Refunds after the program of study starts:

- If written notice of withdrawal is received by ILSC or a student is dismissed before 10% of the period of instruction specified in the contract has elapsed, ILSC may retain 30% of the tuition due under the contract.
- If written notice of withdrawal is received by ILSC, or a student is dismissed after 10% and before 30% of the period of instruction specified in the contract has elapsed, ILSC may retain 50% of the tuition due under the contract.
- If a student withdraws or is dismissed after 30% of the period of instruction specified in the contract has elapsed, no refund is required.

8) Where a student did not meet ILSC's specific minimum requirements for admission through no misrepresentation or fault of their own, ILSC must refund all tuition and fees paid under the contract, less the applicable non-refundable student application or registration fee.

9) Where a student withdraws or is dismissed from their program, they are entitled to 100% refund of any as-yet to be received consumables that have been pre-paid.

10) Where a student withdraws or is dismissed from their program after receiving technical equipment from ILSC free of charge:

- The student must return the equipment unopened or as issued within 14 calendar days; and
- If the student fails to return the equipment as set out above, ILSC may deduct the reasonable cost of the equipment from any amount to be refunded to the student.

11) Refunds owed to students must be paid within 30 days of ILSC receiving written notification of withdrawal and all required supporting documentation, or within 30 days of an institution's written notice of dismissal.

12) Where the delivery of the program of study is through home study or distance education, refunds must be based on the percent of the program of study completed at the rates as set out in Section 7 above.

13) Change of schedules is considered the same as cancellation. i.e. for a schedule change of Full-Time Intensive (30 lessons/week) to Full-Time (24 lessons/week), you will have to cancel the whole program and re-apply for the Full-Time program.

## CANCELLATION & REFUND POLICY – ILSC-VANCOUVER

1. If the institution receives tuition from the student, or a person on behalf of the student, the institution will refund the student, or the person who paid on behalf of the student, the tuition that was paid in relation to the program in which the student is enrolled if:

- the institution receives a notice of withdrawal from the student no later than seven days after the effective contract date and before the contract start date;
- the student, or the student's parent or legal guardian, signs the student enrolment contract seven days or less before the contract start date and the institution receives a notice of withdrawal from the student between the date the student, or the student's parent or legal guardian, signed the student enrolment contract and the contract start date; or
- the student does not attend a work experience component and the institution does not provide all of the hours of instruction of the work experience component within 30 days of the contract end date.

2. The institution will refund the tuition for the program and all related fees paid by the student or a person on behalf of the student enrolled in the program if the student is enrolled in the program without having met the admission requirements and did not misrepresent his or her knowledge or skills when applying for admission.

3. If a student does not attend any of the first 30% of the hours of instruction to be provided during the contract term, the institution may retain up to 50% of the tuition paid under the student enrolment contract unless the program is provided solely through distance education.

4. Unless the program is provided solely through distance education, if the institution receives a notice of withdrawal from a student:

- more than seven days after the effective contract date and
  - at least 30 days before the contract start date, the institution may retain up to 10% of the tuition due under the student enrolment contract, to a maximum of \$1,000.
  - less than 30 days before the contract start date, the institution may retain up to 20% of the tuition due under the student enrolment contract, to a maximum of \$1,300.
- after the contract start date
  - but before 11% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 30% of the tuition due under the student enrolment contract.
  - and after 10% but before 30% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 50% of the tuition due under the student enrolment contract.

5. Unless the program is provided solely through distance education, if the institution provides a notice of dismissal to a student and the date the institution delivers the notice to the student is:

- before 11% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 30% of the tuition due under the student enrolment contract.
- after 10% but before 30% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 50% of the tuition due under the student enrolment contract.

6. If the institution provides the program solely through distance education and the institution receives a student's notice of withdrawal or the institution delivers a notice of dismissal to the student and:

- the student has completed and received an evaluation of his or her performance for at least 30% of the hours of instruction to be provided during the contract term, the institution may retain up to 30% of the tuition due under the student enrolment contract, or
- the student has completed and received an evaluation of his or her performance for more than 30% but less than 50% of the program, the institution may retain up to 50% of the tuition due under the student enrolment contract.

7. The institution will refund fees charged for course materials paid for but not received if the student provides a notice of withdrawal to the institution or the institution provides a notice of dismissal to the student.

8. Refunds required under this policy will be paid to the student, or a person who paid the tuition or fees on behalf of the student, within 30 days:

- of the date the institution receives a student's notice of withdrawal,
- of the date the institution provides a notice of dismissal to the student,
- of the date that the registrar provides notice to the institution that the institution is not complying with section 1(c) or 2 of this policy, or
- after the first 30% of the hours of instruction if section 3 of this policy applies.

9. If an international student delivers a copy of a refusal of a study permit to the institution, sections 1(a), 1(b), 4, 7, and 8 of this policy apply as if the copy of the refusal were a notice of withdrawal, unless:

- the international student requests an additional letter of acceptance for the same program that was the subject of the refusal of a study permit, or
- the program is provided solely through distance education.

## ATTENDANCE AND LATENESS POLICY

Students are expected to attend class regularly. They must attend 80% of their classes each session as part of the requirement to receive a credit for each course taken. If a student is absent for more than 20% of the overall study period, the official ILSC certificate will not be given.

All students are expected to be on time to classes.

Attendance, punctuality and participation are important parts of learning.

- Students who come to class every day learn more English.
- Students who come to class on time don't miss important parts of the lesson.
- Students who come to class on time join with the other students and the teacher in getting the class off to a good start.

Penalties will apply to those who arrive late:

- If a student arrives between 1 and 15 minutes late for class, 15 minutes will be deducted.
- If a student arrives later than 15 minutes after the class start time, the student may either be allowed to enter the class quietly or asked to return after the break. 90 minutes will be deducted.
- If a student leaves or arrives at the break, 90 minutes will be deducted.
- If a student develops a habit of being late or skipping classes, he/she may be referred for counselling.
- Students who arrive late are expected to catch up on what they missed. If a student requires additional information to catch up, he/she should request it from the teacher at an appropriate, non-intrusive time.
- Continual problems with attendance and lateness may result in dismissal. See the Dismissal Policy.

# ILSC Canada Policies

## PROGRAM DELIVERY

The ILSC Education Group Inc. (ILSC–Vancouver, ILSC–Toronto, and ILSC–Montréal) offers programs and courses that are primarily delivered through classroom instruction. Some programs include additional activity components that may take place outside of the classroom.

## ENGLISH/FRENCH ONLY POLICY

In order to protect the English or French\* speaking environment, we have an English or French\* Only Policy in the school. This means that whenever you are in the school or participating in school activities, you must speak English or French (whichever language you are studying.)

If you violate the policy, the following rules apply:

- **FIRST OFFENCE**—The student will receive a written warning.
- **SECOND OFFENCE**—The student will be suspended from school for 1 day.
- **THIRD OFFENCE**—The student will be suspended from school for 3 days.
- **FOURTH OFFENCE**—The student will be suspended from school for one week, and a letter will be sent to the agent and/or parents.

After the fourth offence, a student may be dismissed in line with the dismissal policy.

The English Policy is in place to help you and your fellow students get the most out of your language learning experience at ILSC. We expect all students to follow and respect this policy and are sure you will see your language skills improve as a result.

*\*French only applies in Montréal only.*

## DISMISSAL POLICY

The Code of Conduct students are expected to follow includes:

- Attend school in accordance with the attendance policy.
- Speak English in the college in accordance with the English Only Policy.
- Treat all students and staff with dignity and respect.
- Refrain from any disruptive or offensive classroom behaviour.
- Follow the Cell Phone / Electronics Policy during class.
- Complete all assignments and examinations on the scheduled completion dates.
- Refrain from cheating or plagiarising in completing class assignments.
- Ensure that outstanding tuition fees are paid.
- Treat school property with respect.
- Refrain from bringing weapons of any kind (i.e. knives, guns) to school.
- Refrain from bringing any alcohol or any prohibited mood altering substances to the Institution.
- Refrain from making inappropriate remarks concerning another student or staff's ethnicity, race, religion or sexual orientation.
- Any other conduct which is determined to be detrimental or damaging to the other students, staff members or the Institution.

Whenever a student has repeatedly demonstrated unprofessional behavior, against the Code of Conduct, that student will be placed on probation. The student may receive a verbal warning for the first offence; however the incident must be documented and kept in the student file. On the second occurrence, the student receives a letter of probation, where the incident is stated and the conditions of the probation are outlined.

The student will be dismissed from the school when it becomes apparent that there is neither the desire nor the ability of complying with the probation terms. It is necessary to supply the student with a letter and at the same time a statement of charges. In all cases the probation and dismissal must be well documented. This means that under normal circumstances the student must have advance knowledge that dismissal is a real possibility should the student fail to meet the probation terms.

Any of the following, if substantiated, will result in immediate dismissal without a warning letter or probationary period, and police will be summoned, as required:

- Sexual assault.
- Physical assault or other violent acts committed on or off campus against any student.
- Verbal abuse or threats.
- Vandalism of school property.
- Theft.

Concerns related to a student's conduct shall be referred to the Program Directors to process in accordance with this policy.

## GRADE AND ASSESSMENT APPEAL POLICY

In cases where a student wishes to appeal a teacher's assessment, the student can meet with a program director or designate. A review of the student's attendance and academic progress will be done. The final assessments and reports will be reviewed. In cases where there is reason to question the final result, the student may be asked to complete a writing prompt and/or interview. The outcome of the appeal will be explained to the student, and a record kept.

In cases where a student wishes to appeal his initial assessment, the student's placement results will be reviewed by a second academic staff and an explanation of the decision will be provided.

## ASSESSMENTS AND CERTIFICATES

Students complete an assessment test on their first day at the school in order to ensure they are placed at the correct level.

Most students will complete one academic level within 8 weeks.

Every study session (4 weeks), teachers provide students with a Student Progress Report (SPR). Students must earn at least 70% on their Student Progress Report to move to the next level. The Student Progress report assesses student performance in class (speaking skills, grammar skills, etc.) and assessment results (tests, homework, quizzes, etc.).

Students will receive a certificate of completion at the end of their studies as long as they have met the attendance requirement. Students will also receive additional certificates for most specialty programs upon successful completion of program requirements.

## POLICY ON DIGNITY AND RESPECT

Canadian Society recognizes differences and diversity. This requires that all people be treated with dignity and respect. As one of the School's explicit goals is to keep developing a humanist, people-caring community, it is school policy to support these principles, and to maintain an environment free from all types of personal discrimination and harassment, or bullying.

All students are assigned to Student Advisors based on their nationality. Students are encouraged to speak with their Student Advisor if they feel unsafe in any way while studying at the school. Teachers are in daily contact with students, and are often the first to recognize if a student is experiencing personal challenges.

Teachers are encouraged to refer students to Program Directors or Student Advisors if they are expressing discontent. Teachers are expected to communicate to Program Directors in cases where students' behavior is viewed as inappropriate or unacceptable. In cases where counselling does not yield positive results, the student may be suspended from further study. In cases where behavior is extremely offensive or hurtful, the student may be dismissed from the school.

## COLLECTION OF PERSONAL INFORMATION AND CONSENT (ILSC-TORONTO)

ILSC–Toronto is designated by the Ontario Ministry of Training, Colleges and Universities (the "Ministry") to host international students under Canada's new International Student Program.

As part of the designation and renewal processes under the International Student Program, the Ministry can conduct a site assessment at any time to verify the information in ILSC–Toronto's application with respect to its educational policies and procedures for all students. As part of any site assessment, the Ministry needs to review a representative sample of student records, such as student contracts, registration forms, records of enrollment, documents pertaining to academic assessment and progress, and other documents contained in the student file. This is to ensure that ILSC–Toronto has implemented educational policies and procedures for both its international and domestic students. As such, the Ministry may need to make copies of student records in order to complete the designation process, which requires student consent to access the personal information you have provided to the school.

ILSC–Toronto is also required to share enrollment information and reporting with Immigration, Refugees and Citizenship Canada (IRCC) as a condition of being a designated institution approved under the International Student Program.

By signing the student contract listed on page 2 of this application form;

- you give consent to the Ministry to collect your personal information from your school and use it for the purposes outlined above; and
- you consent to share your attendance information with the IRCC for the purposes of the International Student Program.

The Ministry collects and uses this information under the authority of s. 38(2) of the Freedom of Information and Protection of Privacy Act and the Immigration and Refugee Protection Act (Canada) and its Regulations. Questions about the collection, use and disclosure of this information may be addressed to:

**Manager, Quality and Partnerships Unit**  
**Private Career Colleges Branch**  
**Ministry of Training, Colleges and Universities**  
77 Wellesley Street West P.O. Box 977  
Toronto, Ontario M7A 1N3  
1-416-314-0500 or ISPTCU@ontario.ca

# 2017 ILSC USA Price List

Fees valid for registrations received between Nov 1, 2016 and October 31, 2017, for start dates after Jan 1, 2017. The availability of programs is subject to student enrollment. All fees are in US dollars.

## REGISTRATION FEES Registration and materials fees apply to all core and specialty programs unless specified otherwise.

Registration fee **\$150** (non-refundable)  
 Junior Program registration fee\* **\$250**  
 I-20 courier fee (if required) **\$95**

Textbook & materials fee for students studying 1–11 weeks **\$80**  
 Textbook & materials fee for students studying 12–23 weeks **\$160**  
 Textbook & materials fee for students studying 24+ weeks **\$240**

Students who extend their study time may be required to pay an additional materials fee based on their overall number of study weeks.  
 \*Applies to Junior programs. Included in Junior package pricing, where applicable

## TUITION FEES PER WEEK (1 Lesson = 50 minutes)

STUDY SCHEDULE	DAYTIME SCHEDULES					
	FULL-TIME INTENSIVE* 28 lessons/week Mon–Thu: 9:00 am–3:00 pm Fri: 9:00 am–12:30 pm		FULL-TIME PLUS* 22 lessons/week Mon–Fri: 9:00 am–12:30 pm Plus 2 lessons of self studies/week		FULL-TIME* 20 lessons/week Mon–Fri: 9:00 am–12:30 pm	
	NEW YORK	SAN FRANCISCO	NEW YORK	SAN FRANCISCO	NEW YORK	SAN FRANCISCO
1–11 weeks	\$450	\$440	\$425	\$395	\$395	\$350
12–23 weeks	\$420	\$410	\$400	\$360		
24+ weeks	\$400	\$370	\$350	\$330		

STUDY SCHEDULE	AFTERNOON / EVENING SCHEDULES			STAND-ALONE COURSES		
	FULL-TIME PLUS PM* 22 lessons/week Mon–Thu: 1:20 pm–6:10 pm	FULL-TIME PLUS EVENING* 22 lessons/week Mon–Thu: 3:10 pm–8:00 pm	PART-TIME PM* 18 lessons/week Mon–Thu: 1:20 pm–5:10 pm	COURSE IV* 10 lessons/week Mon–Thu: 3:10 pm–5:10 pm	COURSE V* 4 lessons/week Mon–Thu: 5:20 pm–6:10 pm	COURSE VI* 8 lessons/week Mon–Thu: 6:20 pm–8:00 pm
1+ weeks	\$190	\$190	\$150	\$80	\$40	\$70

\*For the Full-Time Intensive and Full-Time Plus schedules, students require a study permit. For the Full-Time and Part-Time schedules, and stand alone courses, student may come as a Tourist. Students may register for a maximum of 2 stand alone courses per week.

## SPECIALTY PROGRAMS

SF–San Francisco NY–New York

SPECIALTY PROGRAM	LENGTH OF PROGRAM	START DATES	COST
<b>Volunteer Experience Program</b> • SF • NY	Minimum 4 weeks study + minimum 4 week placement either concurrent with additional studies or after studies.	Session start dates	<b>Full-Time, Full-Time Plus or Full-Time Intensive fees + Placement fee: \$525</b>
<b>TOEFL Mastery with iBT 70+ Guarantee</b> • SF • NY	8–16 weeks (depending on entry level)	Session start dates	<b>Full-Time or Full-Time Intensive fees</b>
<b>IELTS Mastery: 6.5</b> • SF • NY	8 or 16 weeks (depending on entry level)	Session start dates	<b>Full-Time Intensive fees + \$100 materials fee</b>
<b>Executive Business English Certificates in Business English, English for Marketing, or English for Business Management</b> • SF • NY	4 weeks/certificate 12 weeks/diploma (Diploma available in SF only)	Session start dates	Full-Time Intensive (per certificate) <b>\$1,900</b> (SF); <b>\$2,060</b> (NY) Full-Time (per certificate) <b>\$1,580</b> (SF); <b>\$1,720</b> (NY)
<b>University Pathway Program</b> • SF • NY	8 weeks minimum	Session start dates	<b>Full-Time Intensive fees</b>
<b>Leader in Training (LIT) Program</b> • SF	7–9 weeks	June 18 (End date: Aug 5, Aug 12 or Aug 19)	Package price*: 7 weeks <b>\$5,200</b> ; 8 weeks <b>\$5,925</b> ; 9 weeks <b>\$6,650</b>
<b>ILSC English Study + GRE/GMAT Program offered by The Princeton Review</b> • SF • NY	8–9 weeks (8 weeks ILSC study combined with 4-9 weeks evening GRE or GMAT program)	Visit our website for a list of ILSC study start dates & GRE or GMAT Preparation program dates: <a href="http://www.ilsc.com/program/english-study-gre-gmat-preparation-with-princeton-review">www.ilsc.com/program/english-study-gre-gmat-preparation-with-princeton-review</a>	<b>Package price**:</b> GRE Preparation: San Francisco: <b>\$3,400</b> New York: <b>\$3,600*</b> OR GMAT Preparation: San Francisco: <b>\$3,900</b> ; New York: <b>\$4,100*</b>

\*Refer to Leader in Training Program application for full details.  
 \*\*Package price includes ILSC materials fee, 8 weeks Full-Time Plus study, plus either the GRE or GMAT Preparation program delivered by The Princeton Review. ILSC registration fee is extra.

## JUNIOR PROGRAMS\*

SPECIALTY PROGRAM	LENGTH OF PROGRAM	START DATES	COST
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For the Junior program at ILSC-San Francisco, and the Junior Family Program at ILSC-San Francisco, please refer to the the Junior Program Application Form for dates, program fees, and to apply.

\*Customized junior group programs are also available at ILSC–New York and ILSC–San Francisco year-round. Contact ILSC for start dates and pricing

## 2017 IELTS EXAM DATES

ILSC USA locations are official IELTS test centres. Visit our website for dates, or to register: [www.ilsc.com/ielts](http://www.ilsc.com/ielts)

## TUTORING FEES

Private tutoring available for 4, 8, 24 or 36 lessons per week	Semi-Private tutoring (3 on 1) <b>\$40 per person, per lesson</b>	General Tutoring–Private <b>\$65 per person, per lesson</b>	Business Tutoring/Executive English–Private <b>\$75 per person, per lesson</b>
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# 2017 ILSC USA Accommodations Price List

## ACCOMMODATION REGISTRATION FEES

Accommodation Registration Fee (required for all accommodations options listed, and due in advance to confirm booking)	<b>\$100</b> (non-refundable)
Re-placement Fee (required if students change their accommodation placement at any time)	<b>\$100</b>

## HOMESTAY FEES (if applicable)

SAN FRANCISCO								
HOMESTAY OPTIONS	18 YEARS AND OLDER				UNDER 18 YEARS			
	LOW SEASON		HIGH SEASON*		LOW SEASON		HIGH SEASON*	
Homestay—Single room with breakfast only	\$280/week (\$40/night)		\$308/week (\$44/night)		N/A		N/A	
Homestay—Single room with 2 meals per day - no lunch	\$322/week (\$46/night)		\$350/week (\$50/night)		\$350/week (\$50/night)		\$378/week (\$54/night)	
NEW YORK								
HOMESTAY OPTIONS	18 YEARS AND OLDER				UNDER 18 YEARS			
	LOW SEASON		HIGH SEASON*		LOW SEASON		HIGH SEASON*	
	Outside Manhattan	Manhattan	Outside Manhattan	Manhattan	Outside Manhattan	Manhattan	Outside Manhattan	Manhattan
Homestay—Single room with breakfast only	\$336/week (\$48/night)	\$490/week (\$70/night)	\$364/week (\$52/night)	\$518/week (\$74/night)	\$364/week (\$52/night)	\$518/week (\$74/night)	\$392/week (\$56/night)	\$546/week (\$78/night)
Homestay—Single room with 2 meals per day - no lunch	\$392/week (\$56/night)	\$546/week (\$78/night)	\$420/week (\$60/night)	\$574/week (\$82/night)	\$420/week (\$60/night)	\$574/week (\$82/night)	\$448/week (\$64/night)	\$602/week (\$86/night)

*\*High season supplement is applicable from Jun 25 to the night of Aug 19, based on the dates of your stay.*

<b>Airport transfer</b>	SF \$130 (one-way) \$215 (two-way package)	NY \$180 (one-way)
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## ALTERNATIVE ACCOMMODATION FEES\*

Visit our website to see our variety of options: [www.ilsc.com](http://www.ilsc.com)

### SAN FRANCISCO — COLUMBUS RESIDENCES (Taxes included where applicable)

30 night minimum stay required.

ROOM TYPE	PER NIGHT
Private loft / hall bathroom	\$48
Shared room / hall bathroom	\$42

### SAN FRANCISCO — USA STUDENT RESIDENCES (Taxes included where applicable)

30 night minimum stay required.

ROOM TYPE	PER NIGHT
Private room / hall bathroom	\$57
Shared room / hall bathroom	\$34

### NEW YORK — 92Y (Taxes included where applicable)

30 night minimum stay required. Twin room must be booked in pairs.

ROOM TYPE	PER WEEK
Twin room with shared bathroom (per person)	\$490
Single room with shared bathroom	\$555

### NEW YORK — YMCA: VANDERBILT (Taxes included where applicable)

Maximum stay is 25 nights. Twin room must be booked in pairs.

ROOM TYPE	JAN-MAR	APR-DEC
Single room with shared bathroom	\$84/day	\$87/day
Twin room with shared bathroom (per room)	\$105/day	\$109/day

\*Rates are per person. Please confirm availability with ILSC upon registration. For full terms and conditions please refer to our website

## PAYMENT INFORMATION

Payment can be made by credit card, cheque, money order, or bank transfer. We accept Visa or Mastercard. For credit card payments, a credit card authorization form will be provided with your invoice. Please send all forms with payment in full, directly to the school you will be attending.

LOCATION	BANK TRANSFER DETAILS	MONEY ORDERS & CHEQUES
<b>ILSC-SAN FRANCISCO</b> One Embarcadero Center, Lobby 1, San Francisco, CA 94111-3607 USA	Transfer US funds to: <b>Wells Fargo Bank, N.A.</b> 420 Montgomery St., San Francisco CA 94104 USA Account: 5053896931 Beneficiary Name: ILSC San Francisco Routing transit: 121000248 ABA: 121000248 SWIFT code: WFBUS6S	Funds must be drawn on a US bank, payable to <b>ILSC (San Francisco) LLC</b> , and mailed to ILSC-San Francisco
<b>ILSC-NEW YORK</b> 109 Nassau St., New York, NY 10038 USA	Transfer US funds to: <b>JPMorgan Chase Bank</b> 214 Broadway, New York, NY, 10038 USA Account: 870877516 Beneficiary name: ILSC-New York Routing transit: 021000021 ABA: 021000021 SWIFT code: CHASUS2	Funds must be drawn on a US bank, payable to <b>ILSC (New York) LLC</b> , and mailed to ILSC-New York

# ILSC USA Policies

## GENERAL INFORMATION

**ADMISSION REQUIREMENTS:** ILSC accepts students 16 years of age and older. Some programs and courses have specific English level requirements.

### ILSC APPLICATION CHECKLIST

- Complete and sign the application.
- Submit your completed application form to your intended school by e-mail, fax or mail.
- Pay registration fee, accommodation registration fee\*, and courier fee\* by one of the payment methods listed above.

**If you are applying for an F1 visa and requesting an I-20, please submit the following documents in addition to the above.**

- Include your financial proof of sufficient funds.
- Include a copy of your passport.

**After the application is accepted, we will send you the I-20 and Letter of Acceptance, which will give you more information about your next steps.**

**FINANCIAL PROOF:** If you require an I-20 form, you must submit financial proof showing that you have sufficient funds to meet the total tuition of your program plus \$1,300/month for living accommodation. Please provide one of the following forms of proof:

- A current personal bank statement or letter from your bank.
- A letter of support from your parents/sponsor stating that they will be responsible for your expenses during your stay, and a bank statement or letter verifying their financial ability to meet your expenses.
- A letter guaranteeing financial support from a sponsoring organization.
- A scholarship letter from your government.

**VISA:** Please note that as a visitor/tourist, your total hours of study must be less than 18 hours per week. As a visitor/tourist the primary purpose of your stay/visit is traveling, study is considered as a supplemental reason of your stay in the USA. Students who apply for an F1 Student Visa must register for a minimum of 4 weeks and study in a program that is more than 18 hours per weeks such as: Full-Time Intensive, Full-Time Plus.

**PAYMENT OF FEES:** Registration fee, accommodation registration fee, and courier fee must be paid at the time of registration. The balance of fees, including full tuition and accommodation fees must be paid prior to your first day at ILSC.

**START DATES:** ILSC accepts new students every Monday, year round, except the last Monday of a session. If you start classes on the 2nd or 3rd Monday of a session, you may be placed in an ongoing class.

**YOUR FIRST DAY:** On your first day at ILSC, please arrive on time, as instructed. You will take the ILSC Placement Test (written and oral test) and choose your classes of interest. While an academic coordinator places you in classes that meet your interest and English level, an ILSC counselor will welcome you and provide important information that will help your studies at ILSC and life in the USA. Classes will begin on Tuesday.

**COURSE SELECTIONS:** Each session, ILSC offers a variety of courses to choose from. In the fourth week of each session, students will discuss the courses they want to take in the coming session with their teachers. Students will be placed in the courses of their interest if their English level is appropriate for the courses. In case courses are not available, the head teacher will place students in the students' next choices.

**ATTENDANCE:** In order to get the maximum benefit from your study at ILSC, you are expected to attend class regularly and on time. You need to attend at least 80% of your classes each session, as part of the requirement to receive a credit for each course taken. You are required to speak with your counselor if you need permission for unavoidable or excessive absences.

**ENGLISH ONLY POLICY:** In order to encourage the use of English, we have an English Only Policy in the school. This means that whenever you are in the school or participate in the class/school activities, you must speak English.

## DISMISSAL POLICY

If a student's behavior is deemed inappropriate by the school's standards, students will receive counseling. If inappropriate behavior continues after appropriate warnings, students will be expelled (depending on the severity of the situation, students may be expelled immediately without counseling).

In addition, ILSC students must keep good attendance and attend at least 80% of their classes. They must speak only English when on school premises. If these expectations are not met, students will receive counseling. After appropriate warnings, students will be expelled.

## DISPUTE RESOLUTION POLICY

ILSC encourages its students to talk freely about their lives and experiences in the school and in the city. Comments about the school's program help everyone to learn and become better. Students should share any difficulties or challenges they are facing. The teachers, student counselors and school administrators are available to listen to and guide students. If a student has a difficulty with the school itself, which cannot be corrected through discussion, then the student can present his/her concern in writing to the school director, who will, in discussion and in writing, address and resolve the dispute.

## ILSC-SAN FRANCISCO REFUND POLICY FOR CANCELLATIONS & WITHDRAWALS

To receive a refund of any portion of tuition fees, you must give ILSC written notice that you intend to withdraw from the program in which you have enrolled. If your Study Permit or Visa is denied, or you cancel before your program start date, ILSC will retain the \$150 non-refundable Registration Fee and if applicable, the \$100 Accommodation Registration Fee. If you cancel in writing after your program starts or are dismissed from ILSC for just cause after your program starts, you will be refunded the following proportion of your tuition fees:

- If notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, (whichever is later): ILSC shall refund 100% of the amount paid for institutional charges, less the application fee and homestay placement fee, not to exceed two hundred and fifty dollars (\$250)
- If you have completed 60% or less of the period of attendance, ILSC shall refund 100% of unused tuition
- If you complete more than 60% of your program, ILSC shall NOT refund any portion of tuition
- Refunds will be based on recalculated weekly tuition rates according to total number of weeks actually studied
- If you first signed a refund agreement with an agency, then ILSC will issue a refund to the agency in accordance with ILSC-San Francisco's refund policy, and the agency will refund you in accordance to its agreement with you. Please verify your refund agreement with your agent.

If you are eligible for a refund under the conditions above, you will receive the refund within 45 days of ILSC receiving written notice of cancellation or ILSC's notice to you of dismissal.

*\*Program is defined as whatever length of time a student registers for.*

## ILSC-SAN FRANCISCO REFUND POLICY FOR DOWNGRADING YOUR STUDY SCHEDULE

- A Downgrading Schedule fee of \$100 may apply
- Requests for change of schedule must be made in writing at least 3 weeks prior to the new schedule desired start date
- All schedule changes will take effect on the first day of a new session (note that new sessions start every 4 weeks)
- You are NOT able to change schedules that lead to a status change unless you have first officially changed status in the U.S.

*Note: if you change your program from a specialty program to a core program, you have to withdraw from the specialty program and re-apply to the core program.*

## ILSC-NEW YORK CANCELLATION & REFUND POLICY

**If the student has first signed a refund agreement with their agency, then the ILSC refund policy no longer applies and the agency's policy takes precedence.**

To receive a refund of any portion of tuition fees, you must give ILSC written notice that you intend to withdraw from the program\* in which you have enrolled. If your study permit or visa is denied, or if you cancel in writing at least 14 days before your program start date ILSC will retain the \$150 non-refundable registration fee and if applicable, the \$100 accommodation registration fee, as well as any courier fees, or other fees for services already rendered.

If you cancel in writing less than 14 days before your program start date you will be refunded the following proportion of your tuition fees:

- Less than 14 days before the start date, the school will keep 1 week of regular (non-discounted) tuition fees.

If you cancel in writing at least 14 days before you intend to terminate your program, after your program starts, or are dismissed from ILSC for just cause after your program starts, you will be refunded the following proportion of your tuition fees:

- For courses of 4 weeks or less, no refund will apply.
- For courses longer than 4 weeks, students who terminate in the first 4 weeks will be refunded all tuition fees except for 4 weeks calculated at the regular (non-discounted\*\*) rate.
- For courses longer than 4 weeks, students whose withdrawal occurs after the first 4 weeks but before they have completed 50% of their course, the school will retain a pro-rated amount of tuition at the regular (non-discounted) rate.
- For students who cancel their course after they have completed 50% of their course, the school will retain all tuition fees.

Change of schedules is considered the same as cancellation. For example, for a schedule change from Full-Time Intensive (28 lessons/week) to Full-Time Plus (22 lessons/week), you will have to cancel the whole program and re-apply for the Full-Time Intensive program. Monetary charges as indicated above will apply. Please note that you are NOT able to change schedules that lead to a status change unless you have first officially changed status in the US.

Specialty programs are not transferrable to core programs. If you change your program from a specialty program to a core program, you have to cancel the specialty program and re-apply for the core program.

If you are eligible for a refund under the conditions above, you will receive the refund within 45 days of ILSC receiving written notice of cancellation or ILSC's notice to you of dismissal.

*\*Program is defined as whatever length of time a student registers for*

*\*\*Non-discounted rate: for students who have booked their program at a promotional rate, where applicable, refunds will be calculated by subtracting the difference between the full price and the discounted price from any refund owed.*

### ACCOMMODATION REFUND POLICY

Homestay: 14 days' written notice is required. Refunds will be granted on any unused portion. Residence: Refunds will be determined by the residence.



# 2017 ILSC Australia Price List CRICOS: 02137M

All prices are in Australian dollars. Fee schedule valid for registrations received between Nov 1, 2016 and October 31, 2017, for start dates after Jan 1, 2017. Confirmation of enrollment requires payment of all fees. Availability of program is subject to student enrollment.

**English Language Programs for International Students (Beginner to Advanced) (4–56 weeks) Course code: 060152J**

## REGISTRATION FEES

Registration fee <b>\$230</b> (non-refundable)	Textbook & materials fee for students studying 1–11 weeks <b>\$80</b>
Underage service fee for student under 18 years <b>\$170*</b>	Textbook & materials fee for students studying 12–23 weeks <b>\$160</b>
	Textbook & materials fee for students studying 24+ weeks <b>\$240</b>

*\*Underage service fee covers the CAAW letter required to secure a student visa for students under 18, as well as additional biweekly check-ins from our counselling and homestay staff.*

## OTHER FEES

Overseas Student Health Cover (OSHC), please visit <a href="http://www.ilsc.com/visas-and-insurance">www.ilsc.com/visas-and-insurance</a>	Wire transfer fee <b>\$18</b>	Second campus transfer <b>\$200</b>
	Reprocessing fee <b>\$100</b> student visas	Second change of enrollment <b>\$100</b>

## TUITION FEES PER WEEK (1 Lesson = 50 minutes)

STUDY SCHEDULE	FULL-TIME INTENSIVE 31 lessons (26 hours)/week Mon–Thu: 9:00 am–4:00 pm Fri: 9:00 am–12:00 pm			FULL-TIME 25 lessons (21 hours)/week Mon–Thu: 9:00 am–2:30 pm Fri: 9:00 am–12:00 pm			FULL-TIME EVENING 24 lessons (20 hours)/week Mon–Fri: 4:45–9:00 pm			PART-TIME 17 lessons (15 hours)/week Mon–Fri: 9:00 am–12:00 pm		
	BNE	SYD	MEL	BNE	SYD	MEL	BNE	SYD	MEL	BNE	SYD	MEL
<b>1–11 weeks</b>	\$395	\$415	\$395	\$370	\$390	\$365	\$310	\$320	\$310	\$330	\$340	\$330
<b>12–23 weeks</b>	\$385	\$405	\$385	\$350	\$370	\$345						
<b>24+ weeks</b>	\$355	\$395	\$355	\$330	\$350	\$325						

## SPECIALTY PROGRAMS

BNE–Brisbane SYD–Sydney MEL–Melbourne

SPECIALTY PROGRAM	LENGTH OF PROGRAM	START DATES	COST
<b>Cambridge FCE Mastery Program*</b> • BNE • SYD • MEL	FCE MASTERY PROGRAM: 10–11 weeks	FCE MASTERY PROGRAM FCE: Jan 3 (10 weeks); Mar 27 (10 weeks); Jun 19 (10 weeks); Sep 11 (11 weeks)	<b>Full-Time study fees +</b> Exam & materials fee (non-refundable, and paid after arrival at ILSC): FCE or CAE exam: <b>\$320</b> Materials fee: <b>\$280</b>
<b>Cambridge FCE and CAE Open Classes*</b> • BNE • SYD • MEL	OPEN CLASSES: 1 week minimum	OPEN CLASSES FCE AND CAE Session start dates	
<b>IELTS Mastery</b> • BNE • SYD • MEL	4 weeks minimum	Every Monday except the last week of a session	<b>Full-Time study fees</b>
<b>University Pathway Program</b> • BNE • SYD • MEL	12 weeks minimum	Every Monday except the last week of a session	<b>Full-Time or Full-Time Intensive study fees</b>
<b>Volunteer Internship Program (VIP)**</b> • BNE • SYD • MEL	6 weeks minimum study + 6–12 weeks internship	Every Monday except the last week of a session	<b>Full-Time or Full-Time Intensive study fees +</b> VIP placement fee <b>\$825</b>
<b>TESL for Young Learners (TESL–YL)</b> • BNE • SYD • MEL	4 weeks in BNE 8 weeks in SYD, MEL	Jan 30, Apr 24, Jul 17, Oct 9	<b>Full-Time Intensive study fees in BNE</b> <b>Full-Time study fees in SYD and MEL</b>

*\*Exam booking after the deadline is subject to a late fee. Textbooks to be purchased on the first day of the program. \*\*Unpaid work experience*

## TUTORING FEES

Private lessons <b>\$100</b> per person, per hour	Semi-private lessons <b>\$65</b> per person, per hour
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## IMPORTANT MEDICAL INSURANCE INFORMATION

Upon arrival, all ILSC students must show proof of valid medical insurance for their entire term at ILSC. Student Visa students MUST:

- Request OSHC (Overseas Student Health Cover) or obtain your own insurance
- Maintain valid OSHC for the entire length of the student visa (not the course end date)

For more information about the OSHC, check with the school or visit our website [www.ilsc.com](http://www.ilsc.com)

## PAYMENT INFORMATION

Payment can be made by credit card, cheque, money order, or bank transfer.

Please send your application form(s) to the school you will attend, by email or mail. Submit payment according to one of the methods below.

LOCATION	BANK TRANSFER DETAILS	MONEY ORDERS & CHEQUES	CREDIT CARD PAYMENTS
<b>ILSC–BRISBANE</b> Level 1, 232 Adelaide St. Brisbane, QLD 4000 Australia CRICOS CODE: 02137M	STUDENT VISAS Transfer Australian funds to: <b>National Australia Bank</b> Capital Office Branch, Ground Floor, 308-322 Queen Street, Brisbane QLD 4000 Australia SWIFT code: NATAAU3304B Account name: ILSC–Australia BSB: 084004 Account: 48-910-1113	OTHER VISAS Transfer Australian funds to: <b>National Australia Bank</b> Capital Office Branch, Ground Floor, 308-322 Queen Street, Brisbane QLD 4000 Australia SWIFT code: NATAAU3304B Account name: ILSC–Australia BSB: 084004 Account: 47-919-1485	
<b>ILSC–SYDNEY</b> Level 7, 540 George St. Sydney, NSW 2000 Australia CRICOS CODE: 02137M	<b>IMPORTANT:</b> Please indicate the <b>applicant name</b> and, if you have it, the <b>learner number</b> in the comments section of your bank transfer so that ILSC can connect the payment to your application.	Funds must be drawn on an Australian bank, payable to <b>ILSC–Australia</b> , and mailed to ILSC–Brisbane  <b>IMPORTANT:</b> Please indicate the <b>applicant name</b> and, if you have it, the <b>learner number</b> in the comments section of your bank transfer so that ILSC can connect the payment to your application.	We accept Visa or Mastercard. For credit card payments, a credit card authorization form will be provided with your invoice. A surcharge of 2.65% will be applicable to all credit card payments.
<b>ILSC–MELBOURNE</b> Level 7, 120 Spencer St. Melbourne, VIC 3000 Australia CRICOS CODE: 02137M			

# 2017 ILSC Australia Accommodations Price List CRICOS: 02137M

## ACCOMMODATION REGISTRATION FEES

Accommodation Registration Fee (required for all accommodations options listed, and due in advance to confirm booking)	<b>\$240</b> (non-refundable)
Re-placement Fee (required if students change their accommodation placement at any time)	<b>\$150</b>

## HOMESTAY FEES\* (if applicable)

ROOM TYPE	BRISBANE	SYDNEY	MELBOURNE
Homestay (Half board—no lunch) 18 years and older**	\$259/week (\$37/night)	\$294/week (\$42/night)	\$287/week (\$41/night)
Homestay (Half board—no lunch) Under 18 years**	\$301/week (\$43/night)	\$329/week (\$47/night)	\$336/week (\$48/night)
Airport pick-up or drop-off	\$160 (\$210 for Gold Coast)	\$150	\$150**

\*Homestay students should expect to pay \$10/week for internet, to be charged by the homestay family. \*\*Airport pick-up/drop-off in Melbourne is available for the Tullamarine airport only.

## ALTERNATIVE ACCOMMODATION FEES Please confirm availability with ILSC upon registration. For full terms & conditions please refer to our website.

### SYDNEY ACCOMMODATIONS

#### 2STAY\* (Taxes included where applicable)

Minimum age requirement is 18 at time of arrival. 4 weeks minimum booking required.

ROOM TYPE	PER WEEK, PER PERSON
Single	\$350
Twin (per person)	\$252

#### LINK2\*\* (Taxes included where applicable)

Minimum age requirement is 18 at time of arrival. 2 weeks minimum booking required.

ROOM TYPE	PER WEEK, PER PERSON
Single	\$371
Twin (per person)	\$294

\* Please note that a \$350 key deposit must be paid to 2Stay on arrival. Students must use free airport pick-up otherwise they cannot have keys and bed linen; students must contact the emergency number for flight delays or cancellations to rearrange pick-up and check in.

\*\* Please check the room availability of Link2 before sending the application. Once we receive your application for Link2, we will send you a second application/agreement with the full accommodation terms and conditions which you will need to sign and submit before we can confirm your booking. Availability can be confirmed after ILSC receives visa, flight details, accommodation application/agreement and payment.

### BRISBANE ACCOMMODATIONS

#### UNILODGE\* (Taxes included where applicable)

Minimum age requirement is 18 at time of arrival. 2 weeks minimum booking required. Weekly bookings only.

ROOM TYPE	PER WEEK, PER PERSON 2-11 WEEKS	PER WEEK, PER PERSON 12-23 WEEKS	PER WEEK, PER PERSON 24+ WEEKS
Private room (river front)	\$420	\$390	\$370
Private room (non-river front)	\$400	\$375	\$350
Twin share room (river front)	\$290	\$255	\$220
Twin share room (non-river front)	\$280	\$245	\$210
Triple share	\$210	\$190	\$180

#### STUDENT ONE\* (Taxes included where applicable)

Minimum age requirement is 18 at time of arrival. 4 weeks minimum booking required. Weekly bookings only.

ROOM TYPE	PER WEEK, PER PERSON 4-26 WEEKS	PER WEEK, PER PERSON 27+ WEEKS
Studio executive room (single or couple) (per room)	\$549	\$519
Studio king room (single or couple) (per room)	\$519	\$489
Studio single room	\$499	\$469
Studio twin room	\$299	\$279
Superior room in 5 bedroom apartment (single room)	\$369	\$349
Standard room in 5 bedroom apartment (single room)	\$349	\$329

\*Once we receive your application for accommodation at Unilodge or Student One in Brisbane we will send you a second application/agreement with the full accommodation terms and conditions which you will need to sign and submit before we can confirm your booking. Availability can be confirmed after ILSC receives visa, flight details, accommodation application/agreement and payment.

### MELBOURNE ACCOMMODATIONS\*

#### COZZYSTAY SHARED ACCOMMODATION\*\* (Taxes included where applicable)

Minimum age requirement is 18 at time of arrival. 4 weeks minimum booking required.

ROOM TYPE	PER WEEK/PER PERSON
Single room with shared bathroom	\$350
Twin room with shared bathroom	\$220

#### OZIHOUSE STUDENT RESIDENCE\*\*\* (Taxes included where applicable)

Minimum age requirement is 18 at time of arrival. 4 weeks minimum booking required.

ROOM TYPE	PER WEEK/PER PERSON
Twin room with shared bathroom	\$195
Triple room with shared bathroom	\$170
Quad room with shared bathroom	\$160

\*Once we receive your application for accommodation at CozyStay or Ozihouse, we will send you a second application/agreement with the full accommodation terms and conditions which you will need to sign and submit before we can confirm your booking. Availability can be confirmed after ILSC receives visa, flight details, accommodation application/agreement and payment.

\*\* Please note that a \$350 key deposit must be paid to CozyStay Shared Accommodation on arrival. Students must book airport pick-up if booking at CozyStay shared accommodation (\$150 one way).

\*\*\*Please note that a key deposit (equal to 2 weeks accommodation fee) must be paid to the Ozihouse Student Residence on arrival.

# ILSC Australia Policies CRICOS: 02137M

## GENERAL & FEES POLICY

All students must read this document carefully before signing the application form.

### ENTRY REQUIREMENTS

- Minimum age for the enrollment is 16 years.
- Enrollment fees and accommodation placement fees are non-refundable and must be paid at the time the application is sent.
- Your program is indicated by the start and end dates on your ILSC acceptance letter and the invoice.
- All fees are non-transferrable.
- All fees must be paid in accordance with the invoice issued and are due a minimum of six weeks prior to the start of the program.
- Your information may be shared with the Australian government and regulatory bodies including the Tuition Protection Service.

## ILSC ELICOS POLICIES & PROCEDURES

### ILSC APPLICATION CHECKLIST

- Complete and sign the application
- Fax, mail or e-mail your application form
- Pay registration fee and accommodation registration fee by one of the payment methods. After the application is accepted, we will send the Letter of Acceptance, which will give you more information about your next steps.

**PAYMENT OF FEES:** Fees must be paid in accordance with terms stated on the invoice. Enrollment fees and Accommodation Placement fees are non-refundable and must be paid at the time the application is sent. All fees are non-transferrable.

**START DATES:** ILSC accepts new students every Monday, year round, except the last Monday of a session. If you start classes on the 2nd or 3rd Monday of a session, you may be placed in an ongoing class.

**YOUR FIRST DAY:** On your first day at ILSC, you will take the ILSC Placement Test (written and oral test) and choose your classes of interest. While an academic coordinator places you in classes that meet your interest and English level, an ILSC counselor will welcome you and provide important information that will help your studies at ILSC and life in Australia.

**ELICOS COURSE SELECTIONS:** Each session, ILSC offers a variety of courses to choose from. In the fourth week of each session, students will discuss the courses they want to take in the coming session with their teachers. Students will be placed in the courses of their interest if their English level is appropriate for the courses. In case scheduled classes are canceled due to low enrollment (fewer than 5 students) or are full so students cannot be placed in classes of their choice, the academic coordinator after consultation with the students will place them in the next best available class.

**COURSE REQUIREMENTS:** In order to get the maximum benefit from your study at ILSC, you are expected to attend class regularly and on time. You need to attend at least 80% of your classes each session, as part of the requirement to receive a credit for each course taken. You are required to speak with your counselor if you need permission for unavoidable or excessive absences.

**ENGLISH ONLY POLICY:** In order to encourage the use of English, we have an English Only Policy in the school. This means that whenever you are in the school or participate in the class/school activities, you must speak English.

**DISMISSAL POLICY:** Students must meet the course requirements at all times. If these requirements are not met, students will receive counseling. Then after appropriate warnings, students will be expelled. Likewise, if a student's behavior is inappropriate by the school's standards, the above procedures will be followed.

## CANCELLATION & REFUND POLICY

- Cancellations and withdrawals are subject to the conditions of the ILSC's refund policy.
- Starting the program on time is your responsibility. If you arrive late for the start of your course, no refund is given for the missed days.
- If you wish to downgrade your schedule after registration, you may apply the fee difference towards an extension of studies. Any extension of studies must be confirmed at the time of schedule downgrade. No credit will be kept on file, and no refunds will be given.
- If you choose to withdraw from ILSC, you must give ILSC written notice and it must be from your entire program; you cannot withdraw from selected parts of your program (i.e. the last month).
- You must leave ILSC on the date you have agreed to withdraw.
- Percentage of program completed = (total number of days completed) ÷ (total number of days in program) X 100%. Weekends are not included in this calculation.
- Any refund will be paid to the person or entity that originally paid the course fee (normally the agents), where possible, in the same currency in which the fees were paid.
- ILSC will make sure that you can sit down and talk with an appropriate person within 2 days of your withdrawal request.
- Refunds are processed within 4 weeks of receiving the notice/request from the student.
- No refund will be given to students who are expelled for breaching the college's policies, unacceptable behavior or non-compliance with visa conditions.
- All bank charges incurred for refunds to be paid by the beneficiary.
- In the event of a program cancellation by ILSC, all fees will be refunded within 2 weeks.
- In the event of the school defaulting, the refund policy does not apply. Such situation is covered by the ESOS Act 2000 and the ESOS regulations 2001.

## TUITION REFUND POLICY

### BEFORE YOUR PROGRAM STARTS

YOUR REFUND	WHEN YOU MUST CANCEL	ILSC CANCELLATION FEE
75% (min.)	No authorization from Australian Immigration	25% of total fees (\$200 max.)
75% (min.)	0-7 days after making the contract	25% of total fees (\$400 max.)
75%	30 days or more before the program starts	25% of total fees
60%	1-29 days before the program starts	40% of total fees

### AFTER YOUR PROGRAM STARTS

YOUR REFUND	WHEN YOU MUST CANCEL	ILSC CANCELLATION FEE
50%	0-10% of the program completed	50% of total fees
30%	11-29% of the program completed	70% of total fees
No refund	30-100% of the program completed	100% of total fees

## ACCOMMODATION TERMS & CONDITIONS

Homestay includes a private, fully-furnished bedroom, meals, access to telephone, television and laundry facilities. Placement fees should be sent at the same time as homestay application. Signing the student profile/application form acknowledges you have read and understood these terms and conditions.

### CANCELLATIONS

- The placement fee is non-refundable.
- For cancellations received in writing more than 14 days prior to the arrival date, 100% of the homestay fees will be refunded (less the placement fee). If applicable, 100% of airport transfer fees will be refunded.
- For cancellations received in writing 14 days or fewer prior to the arrival date, one week of homestay fees will be retained for the homestay family, and remaining fees will be refunded (less the homestay placement fee). If applicable, 100% of airport transfer fees will be refunded.
- All fees are refunded if an applicant's visa application is denied. Written proof from the Australian embassy or consulate is required.

### LEAVING HOMESTAY

- Students are required to give written notice two weeks in advance to move out. If no written notice is given, ILSC accommodation staff will assume that the student will move out at the end of the first four weeks or the booked period.
- Students are required to move out of the homestay by 10 am on the end date of the original booked period if no extension is requested.

### EXTENDING HOMESTAY:

- During the first week of homestay, students are required to give written notice of their wish to extend homestay to ILSC accommodation staff. If no notice is given, ILSC accommodation staff will assume that the student will move out at the end of the original booked period.
- Extension of the original placement period is subject to the availability of the host family, if the host family is not available, the student will have to pay a relocation fee of \$150.
- Students are required to pay homestay fee directly to ILSC for the extension period.

### CONDITIONS

- No airport transfer refund applies if a student cannot locate the driver. The student must call our emergency number, not their host family, & follow our instructions. We will contact the driver and make sure that the student and driver link up. Students that make their own way to the host family home without calling the emergency number & following our instructions forfeit the transfer fee.
- Homestay fees must be paid 4 weeks in advance.
- Change of host family after the initial 4 week booking period will incur a relocation fee of \$150.

## COMPLAINTS & APPEALS POLICY

### OUR COMMITMENT

- The school will make sure that you can sit down and talk with an appropriate person within 2 days of your complaint.
- We aim to have a solution presented to you within seven days.
- You may nominate a support person to accompany you at any stage of the complaints and appeals process.
- Nothing in the college's student complaints and appeals policy negates the right of any overseas student to take action under Australia's consumer protection laws in the case of financial disputes.
- Nothing in the college's student complaints and appeals policy negates the right of any overseas student to pursue other legal remedies.
- If it is not possible to resolve the dispute internally, via the process above, you may choose to contact the Overseas Student Ombudsman. If you wish to lodge an external appeal or complain about this decision, you can contact the Overseas Student Ombudsman. The Overseas Student Ombudsman offers a free and independent service for overseas students who have a complaint or want to lodge an external appeal about a decision made by their private education or training provider. See the Overseas Student Ombudsman website [www.oso.gov.au](http://www.oso.gov.au) or phone 1-300-362-072 within Australia for more information.

## DISPUTE RESOLUTION

ILSC encourages its students to talk freely about their lives and experiences in the school and in Australia. Comments about the school's program help everyone to learn and become better.

Students should share any difficulties or challenges they are facing. The teachers, student counselors and school administrators are available to listen to and guide students. If a student has a difficulty with the school itself, which cannot be corrected through discussion, then the student can present his/her concern in writing to the school director, who will, in discussion and in writing, address and resolve the dispute.

- This agreement does not remove the right to take action under Australia's consumer protection laws.
- ILSC's dispute resolution process does not circumscribe your rights to pursue other avenues and other legal remedies.
- We aim to have a solution presented to you within seven days.
- If it is not possible to resolve the dispute internally, via the process above, you may choose to contact the Overseas Student Ombudsman. If you wish to lodge an external appeal or complain about this decision, you can contact the Overseas Student Ombudsman. The Overseas Student Ombudsman offers a free and independent service for overseas students who have a complaint or want to lodge an external appeal about a decision made by their private education or training provider. See the Overseas Student Ombudsman website [www.oso.gov.au](http://www.oso.gov.au) or phone 1-300-362-072 within Australia for more information.

## PROVIDER DEFAULT

In the unlikely event that ILSC Australia is unable to deliver your course in full, you will be offered a refund of all the course money you have paid to date. The refund will be paid to you within 2 weeks of the day on which the course ceased being provided. Alternatively, you may be offered enrollment in an alternative course at no extra cost to you. You have the right to choose whether you would prefer a full refund of course fees, or to accept a place in another course. If you choose placement in another course, we will ask you to sign a document to indicate that you accept the placement.

If ILSC Australia cannot deliver the course a student has paid for, the Tuition Protection Service (TPS) will help the student find another course with minimal disruption to their studies. The TPS will use an online placement service to give the student all the information they need so they understand their options and can choose an alternative course that best suits them. Support in using the system will be available to students if they need it.

If a student is unable to find a suitable alternative course, the TPS will refund the tuition fees that have been paid, for the part of the course that they have not yet received.

# 2017 ILSC–New Delhi Price List

Fees valid for registrations received between Nov 1, 2016 and October 31, 2017, for start dates after Jan 1, 2017. The availability to programs is subject to student enrollment. All prices are subject to change without notice. All fees are in US dollars.

REGISTRATION FEES		
Registration fee <b>\$20</b> (non-refundable)	Materials fee <b>\$20</b>	Speed post charges <b>\$45</b>

Registration and material fees apply to all core and specialty programs unless specified otherwise. Service tax included in fees.

TUITION FEES PER WEEK (1 Lesson = 50 minutes) —English (all schedules available); French or Hindi (Part-Time AM schedule, only)				
STUDY SCHEDULE	FULL-TIME INTENSIVE 30 lessons/week Mon–Thu: 10:00 am–5:00 pm Fri: 10:00 am–1:00 pm	FULL-TIME 24 lessons/week Mon–Thu: 10:00 am–3:30 pm Fri: 10:00 am–1:00 pm	PART-TIME AM 17 lessons/week Mon–Fri: 10:00 am–1:00 pm	PART-TIME PM 13 lessons/week Mon–Thu: 2:00–5:00 pm
1–8 weeks	\$165	\$135	\$100	\$75
9+ weeks	\$160	\$130	\$95	\$70

Other schedule types, such as Early Morning, Evening and Weekend Group classes may also be available. Please inquire further at: [inquiry@ilsc.in](mailto:inquiry@ilsc.in)

SPECIALTY PROGRAMS			
SPECIALTY PROGRAM	LENGTH OF PROGRAM	START DATES	COST
<b>Social Volunteer Internship Program</b>	Minimum 4 weeks Full-Time Intensive study + 4 weeks internship	Session start dates	<b>Full-Time Intensive tuition fee + placement service fee \$200</b>
<b>Early Morning Yoga Package</b>	1 week, 2 weeks, or 4 weeks 4 days / 5 hours practice per week	Year round	Package price: 1 week <b>\$110</b> ; 2 weeks <b>\$200</b> ; 4 weeks <b>\$390</b>
<b>Junior Program</b> (Customized)	Please contact ILSC–New Delhi	Year round	Please contact ILSC–New Delhi
<b>French Communication Courses</b>	Flexible (Courses are offered in the AM timeslot only. For longer daily study schedule, add tutoring)	Session start dates	<b>Part-Time AM tuition fees</b>
<b>Hindi Communication Courses</b>	Flexible (Courses are offered in the AM timeslot only. For longer daily study schedule, add tutoring)	Session start dates	<b>Part-Time AM tuition fees</b>
<b>Indian University Application Service</b>	Concurrent with & depending on study length	Session start dates	<b>\$200</b>

## GUIDED TOURS OF INDIA (2 students minimum required; start dates confirmed approximately one month in advance.)

Trips range from 1-day to 7 days, and range in price from \$40 - \$550. Available options vary according to season.

**Pre-set options include:** Taj Mahal, Vrindavan, Village Trip, Alwar City + Bhangarh Fort, Rishikesh, Himalaya: Manali, Himalaya: McCloud Ganj and Dharamshala, Amritsar, Jim Corbett National Park, Rajasthan + Desert Safari. Customized itineraries also available for Ladakh, Goa, Mumbai, Kerala and large groups available upon request. Please contact: [inquiry@ilsc.in](mailto:inquiry@ilsc.in)

## TUTORING PROGRAM FEES Minimum registration: 8 hours/week

Tutoring available includes English, French, Hindi Communication; Business English, Exam Preparation.

<b>Tutoring–Private:</b> \$20/hour per person	<b>2 week Early Morning Tutoring Package—4 days / 5 hours per week:</b> \$170
<b>Tutoring–Mini-group</b> (2–3 people): \$15/ hour per person	<b>4 week Early Morning Tutoring Package—4 days / 5 hours per week:</b> \$320

## ACCOMMODATION FEES

**ACCOMMODATION REGISTRATION FEE** (if applicable) **\$20** (non-refundable)

OPTIONS	LOW SEASON / PER PERSON	HIGH SEASON* / PER PERSON
<b>Homestay—Half board single</b>	\$231/week (\$33/night)	\$252/week (\$36/night)
<b>Apartment Private Room with bathroom**</b> shared kitchen, maid service included	\$189/week (\$27/night)	\$210/week (\$30/night)
<b>Apartment Shared twin room (Up to with 2 people)**</b> shared kitchen and bathroom, maid service included	\$161/week (\$23/night)	\$182/week (\$26/night)
<b>Apartment Shared dorm room (Up to 4 people)**</b> shared kitchen and bathroom, maid service included	\$105/week (\$15/night)	\$126/week (\$18/night)

\*High season supplement applies from the night of Mar 26 to the night of Oct 7 inclusive, based on the dates of your stay. In ILSC apartments, we request a small damage deposit of USD50 or INR3000 upon receipt of keys, which is fully refundable at end of stay.

OPTIONAL EXTRAS			
<b>Airport transfer</b> \$25 (one way) \$45 (two way)	<b>Wireless Internet USB card with A/C adapter</b> \$8/week*	<b>Taxi service</b> (depending on distance travelled) \$29/day (approx.)	

\* Requires refundable deposit of USD20 or INR2000

## PAYMENT INFORMATION

Payment can be made by international money order, bank transfer or by credit card online (banking surcharges may apply). Contact [inquiry@ilsc.in](mailto:inquiry@ilsc.in) for details. Send all forms with payment in full, directly to the school.

LOCATION	BANK TRANSFER DETAILS	MONEY ORDERS & CHEQUES	CREDIT CARD
<b>ILSC INDIA PVT. LTD.</b> B-17 Shivalik, GF, Gitanjali Road, Malviya Nagar, New Delhi 110017 India	Transfer US funds to ILSC India Pvt. Ltd.: <b>HDFC Bank Ltd</b> C-5/32, Safdarjung Development Area (SDA) New Delhi 110016 India Purpose of remittance: tuition fees Account: 00322560001633 SWIFT code: HDFCINBBXXX	Make payable to <b>ILSC India Private Limited</b> and mail to ILSC–New Delhi	Credit card payments can be made online using our secure online payment service: <a href="https://secure2.ilsc.com/forms/payment/india">https://secure2.ilsc.com/forms/payment/india</a>

# ILSC–New Delhi Policies

## COMPLAINTS & APPEALS POLICY

Students can talk about difficulties with their teachers, counsellors, or admin staff or Director. Students can also submit the problem in writing to the Director, who will, in writing, address and resolve the dispute. The ILSC Dismissal Policy, Waiver forms and other standard documents are provided in the orientation package that students are given on the first day of studies. These forms can also be provided pre-arrival upon request.

## CANCELLATION & REFUND POLICY

Registration/Assessment fee (\$20) and Accommodation Registration fee (\$20) are non-refundable. To receive a refund on all other fees, you must provide ILSC–New Delhi (c/o ILSC India Pvt. Ltd.) written notice that you intend to withdraw from the program. If your study permit or visa is denied, ILSC–New Delhi will retain the lesser of 25% of refundable fees or \$200. Refund percentages are calculated based on entire program length.

If you cancel in writing before your program starts, you will receive the following percentage of refundable fees:

- Less than 7 days after registration submitted and before program start date: the greater of either 75% of refundable fees, or refundable fees minus \$400
- 30 days or more before the program start date: 75% of refundable fees
- Less than 30 days before the program start date: 60% of the total fees due

If you cancel in writing or are dismissed from ILSC after your program starts, you will receive the following percentage of refundable fees, regardless of attendance:

- Less than 10% of the program completed: 50% of refundable fees
- 10-30% of the program completed: 30% of refundable fees
- More than 30% of the program completed: 0% of refundable fees (no refund)

Change of schedules is considered the same as cancellation, i.e. for a schedule change of Full-time Intensive to Part-time AM, students must cancel the whole program and re-apply for the Part-time program. If you are eligible for a refund under the conditions above, you will receive the refund within 30 days of ILSC–New Delhi receiving written notice of cancellation or ILSC–New Delhi's notice to you of dismissal.

# ILSC Session Start Dates

Where holidays land on session start dates, the session start moves ahead to the next business day. One school session is 4 weeks. December sessions are only 3 weeks long for all campuses except New Delhi. Student intake is every Monday, except the last Monday of a session. If you start on the 2nd or 3rd Monday of a session, you may be placed in an ongoing class.

## 2017

JANUARY						
S	M	T	W	T	F	S
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28	29	30	31			

JULY						
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30	31					

FEBRUARY						
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AUGUST						
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MARCH						
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SEPTEMBER						
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APRIL						
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30						

OCTOBER						
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MAY						
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NOVEMBER						
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JUNE						
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DECEMBER						
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31						

## 2017 HOLIDAYS & SCHOOL CLOSURES\*

There are no classes during holidays and school closures.

CANADA	USA	AUSTRALIA	INDIA
Jan 2	Jan 2	Jan 2	Jan 1
Feb 13 (VAN only)	Jan 16	Jan 26	Aug 14–15
Feb 20 (TO only)	Feb 20	Mar 13 (MEL only)	Jan 26
Apr 14	May 29	Apr 14	Feb 24
May 22	Jul 4	Apr 17	Sep 30
June 26 (MTL only)	Sep 4	Apr 25	Oct 2
Jul 3	Oct 9	May 1 (BNE only)	Apr 14
Aug 7 (VAN & TO only)	Nov 10	Jun 12 (SYD & MEL only)	Apr 16
Sep 4	Nov 23–24	Aug 16 (BNE only)	May 10
Oct 9	Dec 25–29	Oct 2 (BNE & SYD only)	Dec 24–25
Nov 13		Nov 7 (MEL only)	Jun 26
Dec 25–29		Dec 25–29	

## 2018

JANUARY						
S	M	T	W	T	F	S
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28	29	30	31			

JULY						
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FEBRUARY						
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25	26	27	28			

AUGUST						
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			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	

MARCH						
S	M	T	W	T	F	S
				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

SEPTEMBER						
S	M	T	W	T	F	S
						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						

APRIL						
S	M	T	W	T	F	S
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					

OCTOBER						
S	M	T	W	T	F	S
	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			

MAY						
S	M	T	W	T	F	S
		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		

NOVEMBER						
S	M	T	W	T	F	S
				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	

JUNE						
S	M	T	W	T	F	S
					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

DECEMBER						
S	M	T	W	T	F	S
						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					

## 2018 HOLIDAYS & SCHOOL CLOSURES\*

There are no classes during holidays and school closures.

CANADA	USA	AUSTRALIA	INDIA
Jan 1	Jan 1	Jan 1	Jan 1
Feb 12 (VAN only)	Jan 15	Jan 26	Aug 15
Feb 19 (TO only)	Feb 19	Mar 12 (MEL only)	Jan 26
Mar 30	May 28	Mar 30	Sep 2
May 21	Jul 4	Apr 2	Feb 13
June 25 (MTL only)	Sep 3	Apr 25	Sep 13
Jul 2	Oct 8	May 1 (BNE only)	Mar 2
Aug 6 (VAN & TO only)	Nov 12	Jun 11 (MEL & SYD only)	Mar 20
Sep 3	Nov 22–23	Aug 15 (BNE only)	Oct 2
Oct 8	Dec 24–31	Oct 1 (BNE & SYD only)	Oct 19
Nov 12		Nov 6 (MEL only)	Apr 1
Dec 24–31		Dec 24–31	Nov 7

\*Holidays are determined by state/provincial and/or national governments and are subject to change. In India, elections may be called on short notice, and local laws require business closure. Students will be informed as soon as possible of any changes in holiday and school closure dates.