

## Saanich Schools Academic Program Fees 2023-24

**Standard Fees for all international students are as follows**

	<b>Full Year*</b>	<b>Semester**</b>	<b>4 months</b>
Application / Processing Fee	\$ 250.00	\$ 250.00	\$ 250.00
School fee	\$ 14,750.00	\$ 7,375.00	\$ 5,900.00
Home Stay fee	\$ 12,000.00	\$ 6,000.00	\$ 4,800.00
Home Stay placement and monitoring fee	\$ 650.00	\$ 650.00	\$ 650.00
Medical insurance	\$ 1,050.00	\$ 525.00	\$ 420.00
New student orientation fee (September)	\$ 150.00	\$ 150.00	\$ 150.00
<b>Total</b>	<b>\$ 28,850.00</b>	<b>\$ 14,950.00</b>	<b>\$ 12,170.00</b>

### Alternate Fees

- Homestay move request by client \$ 500.00
- Extension Fee \$ 250.00  
(If extension is approved, fee will be applied to tuition payment)
- Celiac/Gluten Free \$ 200.00 (per month)
- Vegan \$ 150.00 (per month)
- Vegetarian \$ no charge

\* Full Year (10 months September to June)

\*\* Semester (5 months September to January or February to June)

### Fees include

- School tuition
- Remuneration to host families
- Homestay placement and monitoring fee
- Medical insurance coverage
- Monthly Luncheons
- English Language Classes (ESL/ELL)
- Custodianship (SISP homestay only)
- Airport pick up/Drop off
- School Bus

**\*subject to change without notice\***

## Refund Procedures

The Board of Education of Saanich School District #63 (“School District” or “we”, “us” or “our”) is pleased to offer to international students an opportunity to attend and participate in educational studies in British Columbia (each an “Educational Program”). This document explains our procedures for refunding fees when a student enrolls in an Educational Program and later seeks to withdraw.

These procedures may change from time to time, and any amendments will be effective when posted. If there is any conflict between these procedures and the terms of your Agreement with the School District, the terms of the Agreement will govern.

### **Making a Request for Refund**

1. Refund requests must be made in writing and addressed to the Principal of the School District International Student Program. Refund requests should include any relevant documentation supporting the basis for the request. We may request additional documentation to assess your request if needed.

### **Non-Refundable Fees**

2. Refunds are not available for administrative fees that are paid to the School District for receiving and processing a student’s application or enrollment, for a homestay placement or for making arrangements for a student’s reception or orientation in the School District (“**Non-Refundable Fees**”).
3. The Non-Refundable Fees include:
  - a. Processing Fee \$250.00
  - b. Homestay Placement/Monitoring Fee \$650.00
  - c. New Student Orientation Fee as per published fees
4. If the School District has collected any amounts from students that have been paid or are payable to third parties (e.g. medical insurance, assessments, fees, taxes), then any available refunds will depend on the policies of the third party and whether payment of the monies is forgiven or refundable by the third party.

### **When Refunds are Not Available**

5. We reserve the right to refuse any request for a refund, regardless of the reason for the request, if it is received less than 14 days prior to the commencement of the Educational Program.
6. Refunds shall not be issued with respect to Students who:
  - a. are dismissed from the Educational Program or required to withdraw due to their own inappropriate behavior, such as where the Student fails to comply with the School District’s Code of Conduct or any applicable laws or the rules, policies or procedures of the School District or its homestay program; or
  - b. are removed from the Program because information provided in their application for enrollment is determined by the School District to be false or misleading,

including undisclosed illness, medical or mental health conditions or undisclosed educational needs.

### **When Refunds will be Considered**

7. The School District will receive and consider requests for the refund of Fees, other than Non-Refundable Fees (the “**Program Fees**”) where:
  - a. the Student is refused a study permit by Immigration, Refugees and Citizenship Canada, provided that the refusal is not due to the Student’s delay or failure to apply sufficiently in advance of the commencement of the Educational Program and subject to the Student providing satisfactory supporting documentation;
  - b. the Student is unable to travel to Canada due to travel bans or restrictions imposed by a provincial or federal government of Canada or the government of the Student’s country of residence; or
  - c. the School District is satisfied that the Student is medically unfit or unable to travel to and attend in Canada to participate in the Educational Program, provided that the Student supplies, upon request, appropriate medical documentation supporting the reasons for the request, provided the Student or his/her parent/guardian was unaware of the medical unfitness at the time of accepting enrollment, provided the request is received prior to the commencement of the Educational Program.
8. If the School District determines that the refund is appropriate, we reserve the right to reduce the amount of Program Fees refunded to offset our own costs including the loss of any staff time or resources arising from the student withdrawal. Generally, reduction in amount of Program Fees refunded will be as follows:
  - a. 75% of the Program Fees will be refunded in the event the withdrawal is submitted less than 90 but more than 60 days prior to the commencement of the program;
  - b. 50% of the Program Fees will be refunded in the event the withdrawal is submitted within 60 but more than 30 days of the commencement of the Educational Program;
  - c. 25% of the Program Fees will be refunded in the event the withdrawal is submitted less than 30 days but more than 14 days of the commencement of the Educational Program; and
  - d. No refund will be issued for requests received within 14 days of the commencement of the Educational Program.

\*The reduction in amount of Program Fees refunded may differ depending on the program area. Please refer to your contract with the School District for more information.

9. If a Student and the parent/guardian with whom they reside become “ordinarily resident” in British Columbia (within the meaning of the British Columbia *School Act*) after the payment of the Program Fees, but prior to the commencement of the Educational Program such that they are entitled to an educational program from the School District free of

charge, the student shall be entitled to a refund of the Program Fees provided that the School District receives notice and proof of the changes of residency status 14 days prior to the commencement of the educational program.

#### **Cancellation by the School District**

10. The School District will issue a full refund of all Program Fees in the event that we make a decision to cancel an Educational Program prior to its commencement.
11. If the School District makes a decision to cancel the Educational Program after its commencement, refunds will be issued for the portion of the Educational Program not delivered, which shall be calculated pro-rata on a daily basis.
12. Refunds will not be made available to students who provide notice of withdrawal prior to the cancellation by the School District.

#### **COVID-19 and Delays and Interruptions**

13. We are not responsible and shall not be liable for any delays or interruption in the Educational Program that arises out of or is caused, directly or indirectly, by the COVID-19 pandemic, including without limitation any associated public health requirements, travel restrictions, civil unrest or operational closures.
14. In anticipation of the possibility that an Educational Program may be disrupted due to COVID-19 related causes, we encourage students to obtain appropriate insurance coverage to address any and all possible losses, including the loss of travel or other expenses incurred by the Student in contemplation of his/her attendance and participation in the Educational Program. The School District shall not be liable for any such losses or expenses.
15. In the event of a disruption or delay in an Educational Program, the School District will make reasonable efforts to resume delivery of the Educational Program as soon as we can do so safely and in accordance with legal requirements and public health guidance. We reserve the right to facilitate delivery by making changes to the Educational Program, such as by delivering the services by alternative means.