

English Teaching College Cancellation and Refund Policy

	Less than 3 months						3 months and greater		
Type of student	International Students		International Students		Domestic Students			International and Domestic Students	
Course length	Less than 5 weeks		Between 5 and 12 weeks		2 days or less	More than 2 days, less than 5 weeks	More than 5 weeks, less than 3 months	13 weeks and greater	
Withdrawal period	Up until the end of the 2nd school day of the course	From the 3rd school day onwards	Up until the end of the 5th school day of the course	From the 6th school day onwards	None	Up to the end of two calendar days of the course commencing	Up to the end of five calendar days of the course commencing	International Up until the end of the 10th school day Domestic withdrawal occurs up to the end of the eighth day after the start of a course	International From the 11th school day onwards
Amount of refund	50% of total fees paid	No Refund	75% of total fees paid	No Refund	No Refund Director's discretion	A minimum of 50% of the amount the student paid in respect of the course	A minimum of 75% of the amount the student paid in respect of the course	International the PTE may deduct up to 25 per cent of the fees paid, provided the PTE incurred costs to this amount and can justify these costs Domestic Full refund, less administration costs of up to 10% of the total fee or \$500 whichever is the lesser	No Refund Director's discretion