

Lambton Kent District School Board
International Education Tuition Fee Refund Policy

All requests for refunds must be made in writing and sent to International@lkdsb.net

The application fee (\$250) is non-refundable.

Full Refund of the tuition fee will be given, less the application fee, if the Applicant:

- Does not get their study permit approved by Immigration Canada. The **Letter of Refusal** from Canadian Immigration is required to process the refund.
- Is unable to attend the program due to a law, policy or regulation as determined by Government of Canada, Province of Ontario, Public Health Agency or LKDSB.
- Is unable to attend the program due to international borders between Canada and the home country being closed or travel is restricted.
- Withdraws prior to the commencement of the program.

No Refunds

Refunds will not be processed in the following situations:

- If the student is expelled from the program due to a breach of the law, policy or regulation of the Government of Canada, or the province of Ontario, the municipalities in which the LKDSB operates, or they are in violation of a policy of the LKDSB or the school.
- Where the applicant is staying less than one month, no refund will be granted once the applicant begins their studies.
- If the applicant is enrolled on the Ontario Ministry of Education count dates. These dates are currently October 31 and March 31 annually but are subject to revisions made by the Ontario Ministry of Education.
- If the applicant changes immigration status during the term covered by the tuition fees, except where the applicant becomes a permanent resident of Canada.

Partial Refund:

Partial refunds will be processed:

- Where the applicant is staying longer than one month, one-half of the tuition fees will be refunded if the student withdraws after commencement of the program but before 30 calendar days have elapsed provided that the student is not in attendance on the Ontario Ministry of Education count dates.
- Where the student becomes a permanent resident of Canada on or before an Ontario Ministry of Education count date.

Insurance will be pro-rated monthly, and a refund granted for the complete months where the student is not in attendance.

Refunds can only be returned to the entity or individual who made the payment to the LKDSB and to the country of origin from where the originating payment was received from.

If tuition is paid by any other method than the CIBC student pay website, in addition to the non-refundable application fee, there will be a \$100 processing fee assessed on the refund.