

Refund or Deferral Policy

To receive a refund or deferral, students must officially withdraw. Students with an F-1/F-3/J-1 visa must **leave the USA within 15 days**.

The application fee is **not refundable, transferable, or deferrable**.

The SEVIS payment fee is **not refundable, transferable or deferrable**.

There are **no** refunds or deferrals for **partial payments**.

There are **no** refunds for skill intensive workshops or customized courses.

A. **Tuition Refunds.** Students who officially withdraw from CESL will receive a partial refund on tuition according to the schedule listed below. There are **no refunds** after the first week of classes of the current session. Tuition prepaid for future sessions may be refunded up to 90%.

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| i. Withdrawing before the first day of class | 90% |
| ii. Withdrawing in the first week | 50% |
| iii. Withdrawing after the 1st week | NO REFUND |

Fee Refunds. Student services, health, technology fees are 90% refundable **prior** to the first day of class. Application fees and SEVIS fees are non-refundable.

Students sent by agency consultants who withdraw may incur a deduction from any refund equal to any current or future commission rates paid. Students who do not report, register or attend by the end of the first week of class will forfeit prepaid tuition and fees.

B. **Tuition Deferrals.** Students withdrawing or changing programs prior to the end of the first week of class may defer 100% of tuition and fees (other than the application and SEVIS fees) towards the next session. Deferrals not used by the following session will be forfeited (no refunds on deferred tuition or fees). TEFL students may defer tuition until the next TEFL program within one year.

Exceptions (Subject to approval of the CESL Director):

- Students who are denied a visa for study at CESL will receive a 100% refund of **tuition and fees only**. The application fee and SEVIS fee are non-refundable. Documentation of the denial must be submitted from the US Embassy/Consulate and the I-20 returned to CESL to receive the refund.
- If a course is canceled due to lack of enrollment, students have the option to transfer to another class, or all tuition and fees will automatically be deferred without penalty to the next session, except for the application fee.
- For students who enter the USA with the CESL I-20 and request a transfer before the beginning of their first session, there is a \$500.00 withdrawal fee.
- For tutoring refunds please see the CESL Tutoring/SIW Refund Policy.

Refund Policy Refunds are limited; CESL gives no refunds except in documented, extenuating circumstances. All refunds must be approved by the program administrator. If a refund is granted, CESL application fee and SEVIS fees are non-refundable. If payment was made by cash or check, refunds are processed through the University/Accounts Payable Department. Note that the reimbursement process can take from 4-6 weeks. Credit card refunds are processed directly by CESL via credit back to the original card that was used for payment. Classes cancelled by CESL will be refunded in full.