



CONDITIONS OF ENROLMENT

YOUR CONTRACT WITH FRASER INTERNATIONAL COLLEGE (FIC)

1. Upon registration of the FIC Summer Program, the student has initiated a contract with FIC and is bound by the following declaration: “I hereby accept and promise to observe the statutes, rules and regulations and ordinances (including, if any, by-laws, codes and policies) of FIC, and of the program in which I am registered, and to any amendments thereto which may be made while I am a student of ”
2. The student is expected to regularly attend all their classes and to carry out all assigned evaluations, as well as all activities indicated in the weekly schedules. FIC is not responsible for the consequences that flow from the student neglecting their academic work and assignments. Students who are unavoidably absent because of illness or disability should report to the Associate Director, Student and Academic Success at FIC as soon as possible.
3. FIC may, by written notice, vary the conditions of enrolment as may be necessary to comply with any law, regulation, or amendment thereof, of Canada or the Province of British Columbia. Any such variance will bind FIC and the student upon reasonable notice being given by FIC to the FIC student population at large — specific notice to the student is not required.
4. FIC reserves the right to withdraw a program(s) or course(s) from offer, at its discretion, at any time and without prior notice. Upon being notified of the withdrawal of a program in which a student is enrolled, the student will be given the option of being transferred to another program within FIC Summer Program offerings, for which the student is eligible, or obtaining a refund in accordance with the Fee Refund Policy set out below (note: a cancellation fee may be applied).
5. The contract between the student and FIC is governed by the laws of Canada and the Province of British Columbia.

CANCELLATION AND WITHDRAWAL

1. The student may, at any time, cancel their enrolment at FIC. In all cases, the Fee Refund Policy will apply.
2. The student may, at any time, withdraw from a program. In all cases, the Fee Refund Policy will apply.
3. In all cases, if the student intends to cancel their enrolment or withdraw from a program, the student must notify FIC in writing.



FEE REFUND POLICY

1. Students may dispute FIC's decision regarding a refund by submitting a written request for reconsideration, together with details supporting their request, to the FIC Director of Finance. This process does not restrict the student's right to pursue other legal remedies. In cases of the cancellation of enrolment or withdrawal from a program or course, the cancellation fee, administration charge, if relevant, and the refund of tuition, fees and charges, is calculated as shown in the table below.
2. Where a visa is refused the below notification period and associated cancellation policy will apply.
3. A student whose enrolment is terminated by FIC due to a breach of the terms and conditions of the contract between the student and FIC, including, without limitation, the rules, regulations, and policies of FIC, will not be entitled to any refund of any tuition, fees and charges.
4. FIC reserves the right to withdraw a program or course(s) from offer. If, as a result, a student is unable to enrol in a similar program or course(s) at FIC and the student wishes to cancel their enrolment, all tuition, fees and charges will be refunded, with the exception of a C\$500 administration fee.
5. All refunds applied for under this Fee Refund Policy will be paid within four weeks of receiving a written claim from the student in a form and containing such information as is reasonably required by the FIC Director of Finance.

Notification Period	Cancellation Policy
Notification of withdrawal after program start date	No Refund
Notification of withdrawal 4 weeks or less before program start date	\$500 administration fee
Notification of withdrawal with more than 4 weeks before program start date	Full Refund