



CANCELLATIONS & REFUND POLICY

The student has the right to cancel and obtain a refund of charges paid through. To receive a refund of any portion of tuition and registration before they start their program. The student has the right to cancel and obtain a refund of charges paid through attendance at the first-class session, or the seventh day after enrollment, whichever is later.

- If students cancel their enrollment or give notice of withdrawal to CalCC or CalCC terminates the student, the refund must be calculated using the last date of attendance (LDA) and must be paid within forty-five (45) calendar days from the documented date of determination (DOD). The date of determination is the date the student gives written notice of withdrawal to the institution or the date the institution terminates the student.

If a student fails to inform the school of his/her decision to drop out from the program and he/she is absent for **30 consecutive days** of class, CalCC has the right to withdraw him/her and automatically terminate the student. In these cases, this definitive time frame would determine clearly the student's Date of Determination (DOD).

<p>Cancellation Before Start of Class</p>	<ul style="list-style-type: none">• Rejection of Applicant: If an applicant is rejected for enrollment by CalCC, or a prospective student has his/her visa application rejected, a full refund of all monies paid will be made to the applicant, less a maximum of \$500 non-refundable charges if such charges are clearly itemized in the enrollment agreement as non-refundable.• Program Cancellation: If CalCC cancels a program subsequent to a student's enrollment, the institution will refund all monies paid by the student.• Cancelation Prior to the Start of Class or No Show for Initial Applicants: If an applicant accepted by CalCC enters the United States with an I-20 obtained through the institution and subsequently cancels prior to the start of scheduled classes or never attends class (no show), the institution may retain:<ul style="list-style-type: none">• For a program up to 12 weeks, all the tuition charges for up to four weeks of the first term/session and a maximum total of \$500 for non-refundable charges including any application/registration fees, courier fees, if such charges are clearly noted in the enrollment agreement as being <u>non-refundable</u>.• For a program 12 weeks or more, all the tuition charges for up to six weeks of the first term/session and a maximum total of \$500 for non-refundable charges including any application/registration fees, courier fees, if such charges are clearly noted in the enrollment agreement as being <u>non-refundable</u>.• Cancelation Prior to the Start of Class or No Show for Transfer Applicants: If an applicant accepted by CalCC transferred from another institution, and subsequently cancels prior to the start of scheduled classes or never attends class (no show), the institution may only retain maximum total of \$500 non-refundable charges including any application fees, credit card fees, if such charges are clearly noted in the enrollment agreement as being <u>non-refundable</u>
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Withdrawal or Termination After Start of Class	<ul style="list-style-type: none"> • First Term/Session – Four Weeks or Less: For students whose last day of attendance (LDA) occurs at any point in the first four weeks of their initial period of financial obligation, CalCC will retain all the tuition charges for the first four weeks. • For students who withdraw after the first four weeks but before or at the mid-point of the term/session, CalCC may retain a prorated amount of tuition. For students who withdraw after the midpoint, the institution may retain all of the charges for that term. • Prorated refunds will be calculated on a weekly basis. When determining the number of weeks, CalCC will consider a partial week the same as if a whole week was completed, provided the student was present at least one day during the scheduled week. • Subsequent Terms/Sessions: For students who withdraw before or at the midpoint of any subsequent term/session, the institution may retain a prorated amount of tuition up to the midpoint. For students who withdraw after the midpoint of any subsequent session, the institution may retain all of the tuition for that term/session. • For students who want to transfer right after they arrive in the U.S. with CalCC's I-20, the institution charges \$250 early withdrawal Administrative Fee. 		
Charges Other Than Tuition	<p>CalCC collects the following fees other than tuition: Application Fee (\$200), international express mail fee (\$90), credit card fee(\$25), airport pick-up fee(\$50/\$75), and housing search fee (\$50), . All these charges are non-refundable. SEVIS fee (\$350) is also non-refundable but paid directly to USCIS.</p>		
Instructional Materials	<p>If the school has given any books or learning materials to the student, he/she shall return them to the school within 10 days following the date of his/her notice of withdrawal. If a student fails to return the books or learning materials in good condition within the 10-day period, the school may deduct the documented cost from any refund that may be due to the student.</p>		
Cancellation Before Start	PROGRAMS UP TO 12 WEEKS		
	<p style="text-align: center;">School keeps the tuition charges for 4 weeks + Nonrefundable fees up to \$500.</p>		
Withdrawal or Termination After Start	PROGRAMS 12 WEEKS OR MORE		
	<p style="text-align: center;">School keeps the tuition charges for 6 weeks + Nonrefundable fees up to \$500.</p>		
	DURING THE FIRST FOUR WEEKS	AFTER THE FOUR WEEKS BUT BEFORE OR AT THE MID OF NEXT SESSION	AFTER THE FOUR WEEKS AND AFTER THE MID OF NEXT SESSION
	<p style="text-align: center;">School keeps all the tuition charges</p>	<p style="text-align: center;">School keeps all tuition for first 4 weeks + prorated weekly after that</p>	<p style="text-align: center;">School keeps all tuition for both sessions</p>

The refund issued will be based on the regular monthly tuition fee, not on the discounted rate.