

Fee refund policy

Cancellation Policy – before the course start date

Written notice must be given at least four weeks in advance to qualify for a full refund excluding the administration fee of GBP 20.00.

If written notice is not received within 4 weeks then we reserve the right to deduct from the full amount two weeks course fees.

Accommodation is non-refundable.

If written notice is not received within 4 weeks then we reserve the right to deduct from the full amount two weeks course fees plus the admin fee.

- If a student cancels a booking with less than 4 weeks notice, the ILC will give the student a credit note equal to the paid fees (deducted 2 weeks course fees)
- If a student cancels a booking with less than 2 weeks notice, the ILC will give the student a credit note of 50% of the paid fees. (deducted 2 weeks course fees)

Cancellation Policy – after course confirmation and start date

In any situation where a student has been granted a visa for entry to the U.K by the Home Office or British Consulate on the basis, he/she is to study here at International Language Centre we will only refund the already paid fees on the receipt of written confirmation of visa refusal by the Home Office or British Consulate.

Tuition fees for early departures, absences, misconduct or illness once the course has started are not refundable.

All students should take out their own insurance to cover any unforeseen circumstances.

Insurance

Students and their possessions are not insured by International Language Centre. We will not be held responsible or accept liability whatsoever for any accidents, loss or damage to their belongings however they are caused or sustained during the course. Therefore personal insurance cover is strongly recommended.

Bank Charges

Please ensure that all money transferred to International language Centre include all Bank transfer charges in your own country and the U.K. We do not pay bank charges, if there are any charges made to International Language centre during the transfer process, this will be charged to the individual on arrival at the school. Transfers can only be accepted in Pounds Sterling (GBP).