

WITHDRAWAL DATE

The effective withdrawal date will be the date the International Student Program of Louis Riel School Division receives this Form.

REFUND AMOUNT *(All Refunds are subject to a \$200 processing fee)*

- | | |
|--|---|
| <input type="checkbox"/> Form submitted prior to First day of Class | 100% tuition – <i>less non-refundable deposit</i> |
| <input type="checkbox"/> Form submitted during the first 5 class days (1 st week) | 75% tuition |
| <input type="checkbox"/> Form submitted after 1 st week | NO REFUND |

Application fee (\$250 - non-refundable)

Seat Deposit Fee (\$1,500 - non-refundable*)

* Seat Deposit Fee (\$1,500) refundable only with submission of Visa Refusal forms prior to the start of the program

Students are advised that The Louis Riel School Division is not responsible for any losses, including tuition, resulting from unexpected or extenuating medical or personal circumstances that may arise while registered as a student. A request for an exceptional consideration outside of the normal refund timeframes must be submitted in writing with supporting documentation. Should such a refund be granted, it may be a prorated calculation based upon the length of time of attendance.

Student Name: _____ **Student Number :** _____

Program Name: _____ **Start Date:** _____

PLEASE SELECT THE REASON FOR WITHDRAWAL:

- Dismissal – Breach of LRSD Terms & Conditions (NO REFUND)
- Voluntary – may require documentation
 - Reason: _____
- Visa Refusal (Visa refusal letter from IRCC must be submitted)

*** All refund requests are forwarded to LRSD Accounting for processing, if applicable**

Address: _____ City: _____ Prov: _____ P Code: _____

Signature _____

Date _____

OFFICE USE ONLY

Approved by: Director (or designate) Name: _____

Date: _____ Signature: _____