

Part 1: General Student Information

Applicant Name: _____
Last Name _____ First Name _____ (as it appears on your passport)

Date of Birth: _____ Nationality: _____
Month _____ Day _____ Year _____

Email address: _____ @ _____ Preferred communication: Email Telephone Skype

Skype username: _____ Native language: _____

Foreign Address: _____ Foreign Telephone: _____
City _____ Country _____ Postal Code _____

USA Address: _____ USA Telephone: _____
(if available) City _____ State _____ ZIP Code _____

Do you need an F-1 (student) visa?
Yes No

Privacy Notice: Language On retains student records for use by administrators and directors only. Information is kept confidential and used only for administrative purposes.

Part 2: Program Information

Program: English Unlimited English Unlimited + Business English

Program Format: Intensive Semi-Intensive (Intensive Program is for F-1 visa students only)

Your English level: Beginner Intermediate Advanced Native Speaker

Preferred start date: _____ (Date may be adjusted)

Part 3: Additional Services (please check all that apply)

Accommodation: Homestay Apartment

Airport Pickup Transportation to/from school Health Insurance Enrollment Document Shipping

Part 4: Confirmation and Agreement

I have read, understand and accept the Terms and Conditions.

Signature of Applicant: _____ Date: _____

Language On does not discriminate in its admissions policies or decisions based on the applicant's race, religion, sex, sexual orientation, country of origin, disability, veteran's status or any other reason unrelated to the applicant's qualifications for and ability to benefit from the program of study to which he or she has applied.

School Admission Policy

For admission into Language On, students must complete the school application and, depending on their citizenship and visa status, may be required to provide a copy of a valid passport. Students must be at least 16 years of age at the time their program will commence, complete an English level placement test upon arrival and test within our program levels. In order to qualify for admission, all students must be able to benefit from their desired program of study and must not have reached native-level proficiency in English.

Program Calendar, Schedule and Pricing

Scheduling is based on the current Language On program schedule. Minor deviations from the published schedule may take place but will not affect the total number of class hours per week. Pricing is based on the current Language On price list. You should not sign this Application for Admission before reviewing the official program calendar, schedule and price list.

Refund Policy

In accordance with Florida law, students are entitled to a full refund of all tuition, fees and non-instructional services paid within three (3) business days of signing this agreement, less the value of any lessons or non-instructional services provided. **This is the only instance in which non-refundable fees, as indicated on the official price list, will be given.**

- *Tuition Refunds:*

Students may request a refund of prepaid tuition by submitting a written request to management either (a) before their program's scheduled start date, or (b) before 5:00 p.m. on the second day of class. In either case, a tuition refund will be given, less an early termination fee equivalent to one academic quarter (13 weeks) of tuition and any non-refundable fees as indicated on the official price list. However, in the event that the student has enrolled for a program of thirteen (13) weeks or fewer, no tuition refund will be provided.

International students whose visa application is denied by the government of the United States will be entitled to a full refund of prepaid tuition, not including application and any other non-refundable fees. Such students must present a copy of their official letter of denial with their request for a refund. **No other tuition refunds will be given.**

- *Accommodation Refunds:*

Students may request a refund of prepaid accommodation (homestay and/or apartment) fees by submitting a written request to management, in which case a refund of prepaid accommodation fees will be given, less an early termination fee equivalent to eight (8) weeks of the accommodation service(s) contracted, as of the date the written request is received. However, in the event that the student has prepaid for eight (8) weeks of accommodation service(s) or fewer, no accommodation refund will be provided. The \$300 accommodation fee is non-refundable.

All requests for refunds must be made in writing. Refunds will only be made to the person, company or agency that paid our school. If the student paid through an agency, he or she must speak directly with that agency for a refund. All refunds paid via check or wire transfer will be made via a refund check from the school. However, if school fees were paid by credit card, then the school will process the refund to the credit card used for payment.

Missed Classes

There will be no excused absences unless the student receives written authorization from management. Students will not be entitled to any refund or makeup class in the event they do not attend a scheduled class session. A class missed is a class lost.

School Activities and Events

Language On hosts school activities both in school and in the community. Teachers are there to guide and coordinate, and cannot be held responsible for your well-being and/or your belongings. In the event that you chose to participate in a school-sponsored event, you agree and recognize that you are a willing participant in such events, and Language On will not be held liable or responsible for any incident that may occur.

Important Information about Business English Program and Additional Private Lessons (English, Accent Reduction, Foreign Languages and Test Preparation)

Instruction for all private lessons is provided by Premium Languages, the private tutorial, foreign language and test preparation partner of Language On. Courses provided by Premium Languages are not accredited by CEA. Only the *English Unlimited* Program (Intensive and Semi-Intensive versions) is accredited by CEA.

The Business English Program consists of the English Unlimited Program (which is accredited by CEA) and six (6) or three (3) additional private lessons of Business English per week. Instruction for the additional private lessons of Business English is provided by Premium Languages, which is not accredited by CEA.

Part 5: Confirmation and Agreement

I have read, understand and accept the Terms and Conditions.

Signature of Applicant: _____ Date: _____