

INTENSIVE ENGLISH PROGRAM APPLICATION

How did you hear about ALI? _____

History: Have you ever attended ALI in the past? No Yes—Date of Transfer Out: _____ Reason for Transfer Out: _____
(Students may not be enrolled in an institution for more than 36 months. When a student transfers out from ALI, he/she cannot receive acceptance in ALI for at least 12 months from transfer out date.)

Applying for 1st Trimester (Jan - Apr) 2nd Trimester (May - Aug) 3rd Trimester (Sep - Dec) of Year 20 _____

Applying as (Fees are non-refundable: *Initial* _____)

Transfer or Continuing Education
\$150 Application Fee

Reinstatement or COS
+\$100 Processing Fee (\$250)

Visa Application from Overseas
+\$50 International Mail (\$300)

Applicant: _____
Family Name First Name Middle Initial

Date of Birth: ____/____/____

Gender:
 Male
 Female

Place of Birth: _____ **Country of Citizenship:** _____
City Country

Contact Information: _____
Telephone Cell Phone E-mail

Address in U.S (If known):

Street Suite/Apt. City State or Province Zip code

Address in Home Country:

Street City State or Province

Country Postal Code Telephone

Emergency Contact Information:

Family Name First Name Relationship Phone Number E-mail

Dependent Information: How Many (after yourself)? _____

Applicant's Certification:

Last Name	First Name	Date of Birth	Country Birth	Relationship

I certify that the answers and responses provided for all of the items on the **ALI Application Form** are complete and true to the best of my knowledge and belief. I understand that providing incomplete, incorrect, or false information may result in the rescission of my admission and subject me to the requirements and/or disciplinary measures as provided under the **ALI Student Handbook and all policies**.

I also agree to accept full responsibilities for my actions while participating in the program and any related activities, including but not limited to, excursions and agree to assume responsibilities for all injuries that may occur from my participation.

Signature _____ **Date** _____



CANCELLATION AND REFUND POLICY

A. CANCELLATION

1. REJECTION OF APPLICANT:

If an applicant is rejected for enrollment, or if a prospective student has his/her Visa application rejected, a full refund of all monies paid, less non-refundable charges, will be made.

2. PROGRAM CANCELLATION:

If ALI cancels a program subsequent to a student's enrollment, ALI will refund all monies paid by the student.

3. CANCELLATION PRIOR TO THE START OF CLASS OR NO SHOW:

Except under the circumstance identified in **Section (4)**, below, if an applicant accepted by the institution cancels prior to the start of scheduled classes or never attends class (no show), the institution will refund all monies paid or incurred by ALI, less non-refundable charges.

4. CANCELLATION PRIOR TO THE START OF CLASS OR NO SHOW:

If an applicant accepted by ALI enters the United States on 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 all the tuition charges for up to **six weeks** of the first term, and a maximum total of **\$500** identified non-refundable charges.

B. WITHDRAWAL OR TERMINATION AFTER START OF CLASS

1. PRORATED REFUNDS WILL BE CALCULATED ON A WEEKLY BASIS

When determining the number of weeks, the institution will **consider** a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

2. **FIRST TERM/SESSION – AFTER THE CLASS START DATE**

For students whose last day of attendance occurs at any point in the first four weeks, the institution may retain the charges applicable to the first **four weeks**. For students whose last day of attendance occurs after the first four weeks but before or at the midpoint of the term/session, the institution may retain a **prorated** amount of tuition. For students whose last day of attendance occurs after the midpoint, the institution may retain **all of the charges** for that term.

3. **SUBSEQUENT TERMS/SESSIONS – AFTER THE START DATE**

For students who have completed the first term/session at ALI but whose last day of attendance occurs 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 whose last day of attendance occurs after the midpoint of any subsequent session, the institution may retain **all of the tuition** for that term/session.

C. REFUND DUE DATES

If an applicant never attends class (no-show) or cancels prior to the class start date, all refunds due will be made within **forty-five (45) calendar days** of the first scheduled day of class or the date of cancellation, whichever is earlier.

For an enrolled student, the refund due will be calculated using the last date of attendance (LDA) and be paid within **forty-five (45) calendar days** from the documented date of determination. 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 due to the student's failure to adhere to the institution's attendance, conduct, or student progress policy.

STUDENT'S ACKNOWLEDGMENTS

1. If accepted, I will comply with laws, regulations, and rules of federal, state, and local governments.
2. If accepted, I will comply with rules and regulations of American Learning Institute.
3. ALI has provided me a copy of or has informed me that a Student Handbook is available for my review at ALIDallas.com.
4. I certify that: (a) I understand the cancellation and refund policy, (b) I have made true and correct statements, (c) All information provided is accurate and no material omission has taken place, (d) All materials provided herewith are accurate and a true copy of the original (if not an original), and (e) ALI will rely on information provided herewith and any misrepresentation or material omission would make me ineligible, cancellable, dismissible, or terminate-able from ALI

Student's Signature _____

Date _____

