

Vision : To Be A Leading Dynamic Vibrant School With Aspiring Learners

Mission : To Bring Out The Best In All YPLS Students

IHP Refund Policy

a) Notification And Arrangement

YPLS shall inform the Student immediately within three (3) working days if

- i. It fails, for any reason, to commence the Course on the Course Commencement Date;
- ii. It terminates the Course, for any reason, prior to the Course Commencement Date;
- iii. It fails, for any reason, to complete the Course by the Course Completion Date;
- iv. It terminates the Course, for any reason, prior to Course Completion Date; or

b) Withdrawal For Cause

The Student shall be entitled to immediately withdraw from the Course by giving written notice to YPLS of his/her intention to do so if YPLS is in breach of any of its obligations under the terms and conditions as stated in the Letter of Offer or fails to perform its obligation(s) under the circumstances in Clause 1.8 a (i) to (iv).

c) Refunds for Withdrawal For Cause

For circumstances under Clause 1.8a, YPLS shall, within seven (7) working days after notifying the Student, refund to the Student:

- The entire amount of the Course Fees; and
- The Miscellaneous Fees*

YPLS shall also, as soon as practicable after receiving the Student's notice of withdrawal under Clause 1.8b (and in any event no later than seven (7) working days after receiving such notice) refund to the Student the amounts stated in this Clause 1.8c.

d) Refunds for Withdrawal Without Cause

Where the Student withdraws from the Course for any reason other than those set out in Clause 1.8b, YPLS shall, as soon as practicable after receiving the Student's written notice of withdrawal (and in any event no more than seven (7) working days after receiving such notice) refund to the Student the following sums

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% of (the aggregate amount of the fees paid under Letter of Offer and Letter of Agreement)	If Student's written notice of withdrawal is received
100%	("Maximum Refund") More than 30 days before the Course Commencement Date
70%	Before, but not more than 30 days before the Course Commencement Date
50%	After, but not more than 3 days after the Course Commencement Date
0%	More than 3 days after the Course Commencement Date

e) Cooling Off Period

YPLS shall not provide any cooling off period under the Immersion Holiday Programme whose total duration is less than 30 days or 50 hours

f) Deemed Withdrawal

A Student who transfers from the Course to another course with YPLS shall be deemed to have withdrawn from the Course and the provisions of Clause 1.8d shall apply save as otherwise agreed between YPLS and the Student.

g) Change Of Course

Further to Clause 1.8f, a fresh Contract shall be executed between YPLS and the Student for any change of Course, whether with YPLS or otherwise.

h) Non-Refundable Fees

The Application Fees, Student Development Fees and Books/Materials Fees for the Immersion Holiday Programme whose total duration is less than 30 days or 50 hours are non-refundable

i) GST Refund

Any refund amount will be inclusive of GST already paid.

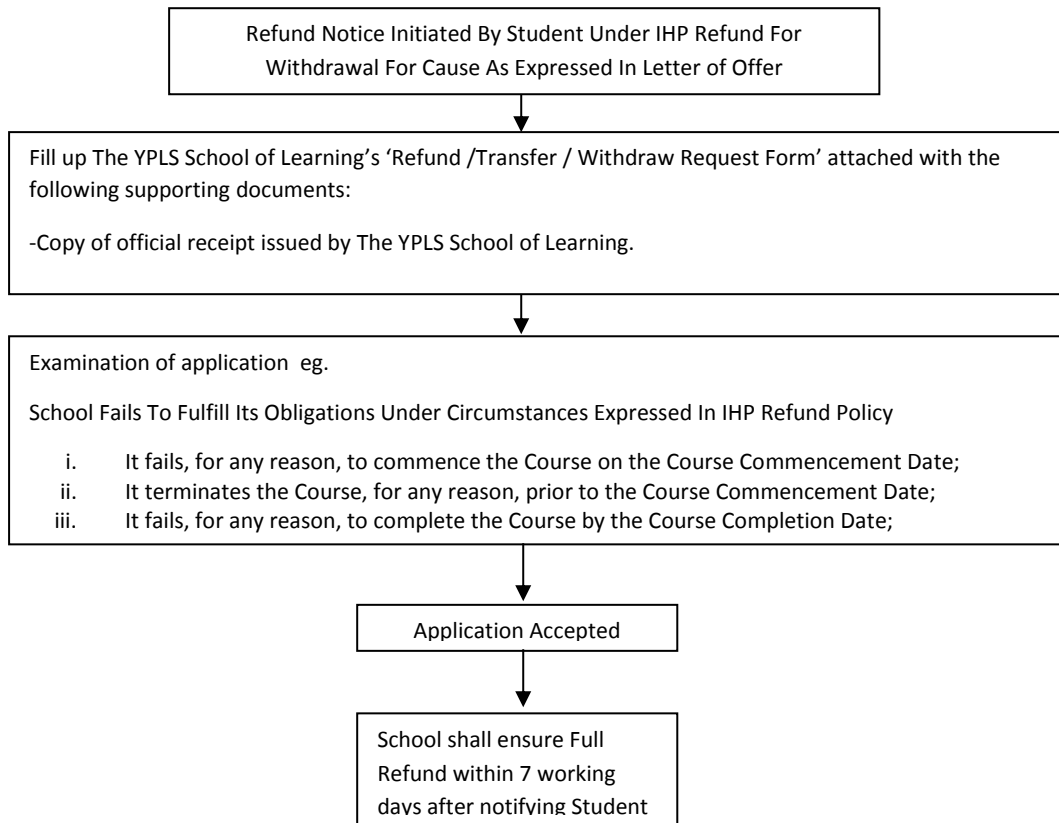
Responsibilities and Authority

Admin Manager

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IHP Refund Procedure Under Refund For Withdrawal For Cause



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IHP Refund Procedure Under Refund For Withdrawal Without Cause

