



Capernwray Harbour Bible Centre TUITION REFUND POLICY

BIBLE SCHOOL DEPOSITS constitute a guarantee of space and are non-refundable for withdrawals prior to registration. For withdrawals within the first 3 days of Bible School (including registration day) only the deposit will be retained.

TUITION REFUNDS (including Deposit) for withdrawals after registration:

| <u>Refund factor for withdrawals...</u> | <u>% of Tuition DUE</u> | <u>% of Tuition REFUNDABLE</u> |
|---|-----------------------------|-------------------------------------|
| Between Day 4 and end of the 2 nd Week: | 10% | 90% |
| Between end of the 2 nd Week and 1st Mid-Term Break: | 30% | 70% |
| Between 1st Mid-Term Break and Christmas Break: | Fall Term Tuition | Full Year minus Fall Tuition |
| Between Christmas Break and 2nd Mid-Term Break: | 80% | 20% |
| After 2nd Mid-Term Break: | 100% | 0% |

For refunds to be considered written notice must be received from the student indicating intention to withdraw. Refunds will be calculated from the date this written notice is received.

Should there be a disciplinary period of time in which a student is sent away from the centre there will be no refund for that period of absence. If the student is permanently released from their studies, refunds will be calculated as of their departure date using the formula above.

Regarding Cessation

In the unlikely event Capernwray Harbour Bible Centre must cease operations resulting in undelivered programs, students will be our first priority and therefore tuition refunds will take precedence over amounts owed to other creditors.