



Fees, Cancellations and Refunds Policy ISE

ISE has stated Fee Payment, Cancellation and Refund Policy available in the General Conditions document available on the ISE website. The relevant terms are reproduced here:

General Conditions

How to register for a course

To secure a place on one of our courses, please return the completed Registration Form together with a Registration Fee (non-refundable deposit) of £150.00 or €200.00 to:

The Intensive School of English
34 Duke Street
Brighton, East Sussex
BN1 1BS, UK
Email for Overseas Enquiries: info@isebrighton.com

Payment

Payment may be made by bank transfer to the school's account quoting the following information:

(Bank account details hidden for security purposes)

Accommodation

Accommodation is arranged for students by the school from the day before the course starts, until the morning after the course ends. Students will receive details of their accommodation 7 days before the course starting date, unless they enrol late. Minimum 2 weeks notice must be given before leaving a homestay. Failure to inform the school of departure from a homestay with less than 2 weeks notice will result in fees already paid being forfeited.

Insurance

Students should arrange their own personal and belongings insurance as well as their own travel insurance to cover medical and repatriation costs in the case of loss of personal items, accident, illness or cancellation of course.

Course Cancellation

- If notification of cancellation is received by ISE more than 14 days before the start of the course, ISE will retain the deposit. If notification of cancellation is received less than 14 days before the start of the course, ISE will charge 50% of the fees. In the event of cancellation after the commencement or before the end of the course, no fees can be reimbursed.
- No refund of fees can be made to any student who has received a CAS or letter of invitation for immigration purposes unless an official letter of refusal, issued by either The Home Office or The British Embassy is produced.
- All VISA refusals are subject to a £150 charge. The remainder of fees will be refunded to the student.

Further conditions

- ISE only acts as an intermediary between its students and travel organisations on the one hand and host accommodation on the other. Under no circumstances can it be held liable for any delay or accident during a journey, nor can it be held liable for any accident that may happen during the student's stay.
- ISE reserves the right not to allow on the course a student suffering from any mental or physical disability that has not been disclosed on the Registration Form.
- Students involved in aggressive or discriminatory behaviour of any kind, drugs or crimes of any sort will be immediately expelled from the school without a refund and reported to the police and/or immigration.
- The school website (www.isebrighton.com) gives the only information that can be referred to in the event of a disagreement between the student and The Intensive School of English.
- ISE reserves the right to alter the advertised class timetable.

Revised April 2019 (Oliver Eke and Hazel Parker)