

Terms and Conditions

1. Age Restrictions

While FLS is pleased to open its programs to a variety of participants, we do ask that advisors respect these age restrictions:

English Language Programs: Students must be at least 15 years of age to participate in these programs. There is no upper age limitation. FLS can accommodate some younger students under special circumstances; please contact us if you have questions. These students will be required to purchase additional services such as the unaccompanied minor (\$100.00) or transportation service (\$50.00/week) as a condition of their enrollment at FLS International.

Specialty and Study Tours: Students must be at least 15 years of age at most campuses, unless an exception is granted by FLS. Junior Camp at CSUF is open to students age 12 and older. Camps at Tennessee Tech University is open to students age 10 and older.

The minimum age for all homestay is 15 years of age. Exceptions can be made with prior approval.

Minimum age for supplemental accommodations: Tennessee Tech Apartment – 18. Tennessee Tech Dormitory – 17. Saint Peter's University Dormitory – 18. International Guest House, Boston – 16. Waverly Apartment, Boston – 16.

2. Airport Pick-Up & Drop-Off

Airport Pick-Up service includes being met at the airport by an FLS International representative, and transportation from the airport to the student's accommodation. FLS requires flight information at least 14 days before arrival in the United States. The Airport Pick-Up fee will not be refunded if a transfer is missed due to information received after this deadline or due to a failure to inform FLS of changes in the itinerary. Please note that an airport Drop-Off service at the completion of the program is not included in the price and must be purchased separately at an additional cost if desired.

Unaccompanied Minor Service: Upon request, FLS will provide the name and contact information of a specific designated driver to the agent and airline for pick-up and provide chaperone service to airport security for airport drop-off. Any students requesting Unaccompanied Minor Service from the airline must also select the FLS Unaccompanied Minor Service. Cost is \$100.00, round-trip.

3. Arrivals and Departures

We strongly recommend students use our transfer service. Students that use the FLS transfer service will be checked in upon arrival as part of this service. If students choose not to use our transfer service:

For apartment and dormitory, students must check-in at the FLS office during regular business hours. Check-in will not be available in the evening or on weekends. Students checking-in on Friday will be charged two extra nights of accommodation. If arriving on a Sunday, student will not be able to check-in and will forfeit payment of first night.

For homestay, students are responsible for communicating their arrival time with the host family. Students should arrive between 2-9 PM. For students that use our transfer service, FLS will communicate and arrange the arrival and check-in with the host family.

Students are expected to leave their housing by noon on the day after their program ends. Students who request to leave housing after noon on Saturday should note that such requests are not guaranteed, and if granted will incur an additional housing charge.

4. Books

Core class textbooks are included in the package price. If a student wishes to purchase their elective class book, then FLS will quote a price for purchase.

5. Cancellations, Terminations and Refunds

Cancellation Prior to the Start of Class: If an applicant accepted by FLS cancels prior to the start of scheduled classes, FLS will refund all monies paid, to the payer, less any actual housing costs incurred by FLS and a maximum total of \$500.00 identified non-refundable charges including any application, registration, and courier fees.

Cancellation due to No Show: If an applicant accepted by FLS enters the United States on an I-20 obtained through FLS and subsequently never attends class (no show), FLS will retain:

- For a program of less than 12 weeks, all the tuition charges for up to four weeks of the first term, actual housing costs incurred by FLS, and a maximum total of \$500.00 identified non-refundable charges including any application, registration, and courier fees, if such charges are clearly noted in the enrollment agreement as being non-refundable. FLS will refund all monies due, to the payer.

- For a program of 12 weeks or more, all the tuition charges for up to six weeks of the first term/session, any actual housing costs incurred by FLS and a maximum total of \$500.00 identified non-refundable charges including any application, registration, and courier fees, if such charges are clearly noted in the enrollment agreement as being non-refundable. FLS will refund all monies due, to the payer.

Withdrawal: FLS will refund, to the payer, 100% of the total paid tuition, less application fee of \$150.00, if notice of cancellation is made through attendance on the first class day or the seventh class day after enrollment whichever is later.

For students who withdraw before completing 60% of their program, FLS will retain a prorated amount of tuition based on the published price for the period studied. FLS will refund all monies due, to the payer.

For students who withdraw after completing 60% of their program, FLS will retain all charges for the program.

In regard to program extensions: For students who withdraw before completing 60% of any additional program of study (extension), FLS will retain a prorated amount of tuition. FLS will refund all monies due, to the payer. For students who withdraw after completing 60% of any additional program, FLS will retain all of the charges for the program.

Health insurance fees can only be refunded for complete 4-week terms that are not completed. Health insurance fee refunds are not prorated on a weekly basis. FLS will refund all fees, to the payer, within 45 days from the student's last date of attendance or date of termination. All refund requests must be made in writing.

*Students who are terminated due to violation of FLS' written disciplinary and/or attendance policies, or local, state, or federal law are not eligible for a refund.

Homestay Refund: No refunds will be given for the first four weeks of accommodation. If 25% or less of the program has been completed 50% of the unused accommodation portion will be refunded. If more than 25% and less than 50% has been completed, 25% of the unused accommodation portion will be refunded. If 50% or more of the program has been completed, no accommodation refund will be made. FLS will refund all monies due, to the payer.

Homestay Transfers: If living with a homestay family and a transfer to another homestay family after the first week trial period is desired, notification to the original homestay family is required 15 days in advance. There is a \$200.00 housing transfer fee that must be paid to FLS International prior to transfer. This fee is waived if homestay change is requested within the first week.

Dormitory and Apartment Refund and Cancellation Policy: Students who are placed in FLS-arranged apartments or dormitories for a fixed period of time are bound to stay for the duration of that contracted period. Early move-out will result in a forfeiture of all remaining unused rent fee. Note that this includes if a student moves out during a vacation break. Early move-out students can avoid rent forfeiture if another student can be found to move-in for the remainder of the contracted housing term. Students will be solely responsible for finding another student to take their place. The FLS Housing Coordinator and/or apartment manager must approve the new student before he/she is allowed to move in.

6. Homestay Placement Fee

An administrative fee of \$200.00 to process the student's FLS accommodation. This fee is non-refundable.

7. Change of Housing Fee Assessment

When students change their housing option from a lesser fee amount to a greater fee amount (for example, when a student changes from twin room to single room or from no housing to dormitory), students must:

- A. Pay the \$200.00 Housing Change Fee
- B. Pay any supplemental fees (or the difference between supplemental fees) as noted on the current FLS price sheet.

8. Dormitory and Meal Plans

For students that have purchased dormitory housing or a meal plan through the Host College or University, please note that the school cafeteria will be closed or have limited service during University vacation periods. FLS will provide an alternative meal plan during these times.

9. Homestay Policies

FLS will not place an individual student in a home with another student with the same native language, unless specifically requested to do so. In the case of group tour programs, group students will be placed in twin accommodations with students from their same group, unless other arrangements are specified. FLS will not place students of opposite genders in the same family.

FLS offers various price ranges for different homestay situations. A 'twin room' placement refers to homes in which two students share the same room. A 'single room' placement refers to a home with two or more students, but where each student has their own room. Single room homestay is only available during specified times of the year. Student can expect to share a bathroom with other international students or family members.