

B A L L E T *BVC* V I C T O R I A C O N S E R V A T O R Y

BV Conservatory

Name of Institution

4461

Institution Number

Tuition Refund Policy

Name of Policy

September 1, 2021

Effective Date

September 1, 2021

Revision Date

Aspirant Program

Name of Program

1. If BV Conservatory receives tuition from the student, or a person on behalf of the student, the institution will refund the student, or the person who paid on behalf of the student, the tuition that was paid in relation to the Aspirant Program in which the student is enrolled if:
 - a. the institution receives a notice of withdrawal from the student no later than seven days after the effective contract date and before the contract start date;
 - b. the student, or the student's parent or legal guardian, signs the student enrolment contract seven days or less before the contract start date and the institution receives a notice of withdrawal from the student between the date the student, or the student's parent or legal guardian, signed the student enrolment contract and the contract start date; or
 - c. the student does not attend a work experience component and the institution does not provide all of the hours of instruction of the work experience component within 30 days of the contract end date.
2. BV Conservatory will refund the tuition for the Aspirant Program and all related fees paid by the student or a person on behalf of the student enrolled in the program if the student is enrolled in the program without having met the admission requirements and did not misrepresent his or her knowledge or skills when applying for admission.
3. If a student does not attend any of the first 30% of the hours of instruction to be provided during the contract term, BV Conservatory may retain up to 50% of the tuition paid under the student enrolment contract unless the program is provided solely through distance education.
4. BV Conservatory will refund fees charged for course materials paid for but not received if the student provides a notice of withdrawal to the institution or the institution provides a notice of dismissal to the student.
5. Refunds required under this policy will be paid to the student, or a person who paid the tuition or fees on behalf of the student, within 30 days:
 - a. of the date BV Conservatory receives a student's notice of withdrawal,

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- b. of the date BV Conservatory provides a notice of dismissal to the student,
 - c. of the date that the registrar provides notice to BV Conservatory that the institution is not complying with section 1(c) or 2 of this policy, or
 - d. after the first 30% of the hours of instruction if section 3 of this policy applies.
6. If an international student delivers a copy of a refusal of a study permit to BV Conservatory, sections 1(a), 1(b), 4, 7, **Error! Reference source not found.** and 8 of this policy apply as if the copy of the refusal were a notice of withdrawal, unless:
- a. the international student requests an additional letter of acceptance for the same program that was the subject of the refusal of a study permit.