

TERMS AND CONDITIONS



BACHELOR'S DEGREE COMPLETION PROGRAM GENERAL TERMS & CONDITIONS 2009

- 1. Rules and regulations:** Bachelor's Degree Completion Program students are subject to the rules and regulations governing Northeastern University.
- 2. Arrivals and departures:** All accommodation is booked from the Sunday before the course start date until the Saturday morning (after 4 weeks), unless otherwise advised. A partial week may be counted as 1 week accommodation.
- 3. Late arrivals, vacations and absences:** If you begin the Bachelor's Degree Completion Program late or are absent during the program, no refund will be made for the time missed. Periods of absence cannot be made up with a free extension of the course.
- 4. Public holidays:** Classes are normally not held and most school facilities are closed on national holidays. Compensation will not be made for classes not offered at Northeastern University on holidays. Jan 19, Feb 16, Apr 20, May 25, Jul 4, Sep 7, Oct 12, Nov 11, Nov 26-27, Dec 25 & Jan 1, 2010.
- 5. Prices:** Northeastern University has the right to change prices due to tax increases, governmental actions or other events beyond Northeastern University's control. Prices are valid for programs starting in September and January.
- 6. Books and learning materials:** All Books and learning materials need to be purchased by the students upon arrival at Northeastern University.
- 7. Residential housing deposit:** A housing deposit of up to \$500 will be charged on arrival to students taking residential accommodation. The deposit is returned unless there is damage, loss or extra cleaning to be paid on the student's departure.
- 8. Expulsion/ Suspension:** Any student, who commits a criminal offence, violates the student conduct code, has a very poor attendance record or fails to pay an amount he or she is directly or indirectly liable to pay in order to undertake the course, may be expelled or suspended. No refund will be given and immigration authorities will be informed.

9. Refund Policy: Refunds will be made via the Bachelor's Degree Completion Program representative to whom the fees were originally paid, or to the student's bank account in the same country and currency in which the fees were originally paid. All refunds will be made within 45 days of written notification.

10. Accommodation Refund Policy: Students must give 4 weeks' notice in writing to the School Director/Principal. A refund will be made of 100% of the unused accommodation fee less notice period and the applicable change fee. For terminations made after 50% of the booking has been completed, no refund will be given.

11. Cancellation Policy: In cases where cancellations are made in writing more than 30 days before the first course start date, or on written notification of visa rejection and receipt of relevant supporting documentation, 100% of the tuition and accommodation fees will be refunded, but in cases, the accommodation placement fee, \$1000 tuition deposit, and enrolment fees are non-refundable. For cancellations made less than 30 days before the first course start date or after classes begin, there will be no refund.

Reason	Written Notice Received From You By This Date	Amount Refunded To You
Visa refusal	Any time up to two weeks after classes begin	Full refund of tuition paid if you provide written proof of visa refusal from U.S. Consulate, Embassy or State Department
Change of plans or failure to complete programs	More than 30 days before classes start	Tuition you've paid less US\$1,000 deposit
	Less than 30 days before classes start	No refund of tuition or deposit
	After classes begin	No refund of tuition or deposit

These Terms & Conditions may differ according to any changes in the policy of the governing body. You will be notified at the time of booking of any such amendments. Any dispute, claim or other matter arising, will be subject to the current laws in the destination country.