

# Sakuragaoka International Japanese School

## Tuition Refund Regulation

Formulated on February 1, 2020

This regulation stipulates matters related to refund of tuition fees, for the students who have already received the admission of Sakuragaoka International Japanese Language School and are applying the Certificate of Eligibility.

### **(Principle)**

1. Tuition fees will only be refunded through the student or the expense supporter.
2. The transfer fee for refunding the tuition fee shall be borne by the recipient.
3. If approved after a written approval, refund processing will be carried out based on the following refund policy.

### **Case 1: Cancellation after submitting the application documents for the Certificate of Eligibility**

The Admissions Fee will not be refunded regardless of whether or not the "Certificate of Eligibility" is issued.

### **Case 2: Cancellation after issuance of "Certificate of Eligibility" from the Immigration Bureau and before payment of tuition fees**

The Admissions Fee will not be refunded.

### **Case 3: Cancellation after issuing the "Certificate of Eligibility" from the Immigration Bureau and paying the tuition fee, but before the class starts**

- a. The Admissions Fee and Entrance Fee will not be refunded.
- b. The withdrawal from admission will only be accepted after the submission of the "Notification of Withdrawal from Enrollment".

After returning the "Notification of Withdrawal from Enrollment", "Certificate of Eligibility" and "Certificate of Admission", the tuition fee will be refunded minus the Admissions Fee and Entrance Fee, which are listed in "a".

### **Case 4: Cancellation after obtaining the visa and before coming to Japan**

- a. The Admissions Fee and Entrance Fee will not be refunded.
- b. Refunds of tuition fee will be made after the fact that the entry visa has not been used and has expired is confirmed by our school staff, and the "Certificate of Admission" is returned.

### **Case 5: When the visa issuance is refused by the Japanese embassy or consulate**

- a. The Admissions Fee and Entrance Fee will not be refunded.

b. After returning the "Certificate of Admission", the amount after deducting the Admissions Fee and Entrance Fee will be refunded.

**Case 6: Cancellation after coming to Japan with an entry visa and before enrollment**

- a. The Admissions Fee and Entrance Fee will not be refunded.
- b. After the return to your own country is confirmed, the tuition fee will be refunded minus the Admissions Fee and Entrance Fee.

**Case 7: In case of cancellation (dropout) after class starts**

\* Refundable: Tuition fees (Other expenses are excluded.)

a. Withdrawal will be accepted upon submission of the "Notification of Withdrawal from Enrollment", and the tuition fee for the remaining months excluding the withdrawal month will be refunded. Refunds will be made after confirming your return to your own country or obtaining another visa.

b. When the attendance rate for each semester (first and second semesters) falls below 80% for no good reason, the refunds will not be made for any reason.

\* If you withdraw from school, an administrative fee of 20,000 yen (excluding tax) will be charged.

\* The administrative fee is related to the immigration report documents preparation fee, communication fee at the time of reporting, personnel costs, communication costs for confirmation of return to your own country, and the personnel costs of class organization and instructor arrangements, etc.

**Case 8: If you break the law and are deported, or if you are expelled**

No refunds will be given.

**Case 9: When you are late for arriving in Japan**

No refunds will be given.

**Case 10: When the school is closed or classes (including extracurricular activities) are canceled due to the risk of transportation interruption due to natural disasters, accidents, infectious diseases, transportation strikes, weather conditions, etc.**

These belong to the exemption from responsibility, and no tuition fee will be refunded.