

Refund Policy

REFUND POLICY OF OTAGO BOYS' HIGH SCHOOL TUITION FEE REFUND

Refunds of tuition fees will only be made in accordance with the following policy:

1. If your refund application is made before the start of your course, your fees will be refunded in full less an administration charge of \$500 to cover costs incurred by the school
2. You will receive no refund of the fees for the first half of your course (two terms) if the course has started, and you have attended school for one week.
3. If your application is made after the start of your course, but before the start of the second half of your course, your fees for the second half of the course will be refunded less:
 - An administration charge of \$500
 - Costs to the school already incurred for tuition.
 - Components of the fee already committed for the duration of the course, including appropriate proportions of salaries of teachers and support staff (if applicable).
 - Costs already incurred for the use of facilities and resources.
 - The proportion of the Government Levy the school is required to pay.
 - Any other costs already incurred.

Please note: This will only apply if we are advised before May 30th, in writing, that you are withdrawing from Terms 3 and 4. If we receive notification after this date there will be **no refund**.

4. The Board of Trustees will make **no refund** to a student who is expelled from the school.
5. There will be **no refund** to students who wish to transfer to another school.
6. An International Student who gains Permanent Residency will not receive any refund of fees paid for the term or terms of the year in which such residency is granted. They will, however, be treated as a NZ resident for any subsequent year or years.

You do not receive a refund if you are away from your homestay during the school holidays.

HOMESTAY REFUND

If you move out of your homestay before the end of your contract the portion of your homestay fees not already used will be returned to you.

You must give a minimum of two weeks notice, and if payment has already been made for the month ahead this can not be refunded.

If you cancel your homestay contract before you move into the homestay, your fees will be refunded in full.

You do not receive a refund if you are away from your homestay during the school holidays.

The Homestay Arrangement Fee of \$200 cannot be refunded.