

## Personal Information

Please ensure this section is completed clearly.

First Name:

Family Name:

Date of Birth:  Gender:  MALE  FEMALE

Street:

City:

State:  Zip Code:

Country:

Phone/Fax:

Email:

Location during course:

Start date:

## Reasons for Doing the Course

Write briefly about why you want to follow the course and why you think you are suited to teaching English.

How did you hear about us?

## Education / Qualifications

Please write Institution name, year, diploma or certification.

## Comments

Other comments relevant to this application:

## Work and Other Relevant Experience

Job	Company/Location
<input type="text"/>	<input type="text"/>
Period/Description: <input type="text"/>	
Job	Company/Location
<input type="text"/>	<input type="text"/>
Period/Description: <input type="text"/>	
Job	Company/Location
<input type="text"/>	<input type="text"/>
Period/Description: <input type="text"/>	

## Cancellation and Refund Policies

A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

Cancellation shall occur when a student gives written notice of cancellation to the institution. The written notice can be sent by mail, hand delivery, or e-mail. The date of determination will be the date the written notice is postmarked or delivered to the institution.

Withdrawal may be effectuated by the student's written notice or by the student's conduct, including a student's lack of attendance.

### 1. Non-Refundable Fees

The registration fee and the accommodation placement fee are non-refundable. Other non-refundable fees for services which are delivered include: courier service fee, airport transfer fee, student insurance fees, exam fees, and housing fees.

### 2. Cancellation Through 7th Calendar Day after Enrollment

If written notice of cancellation is received by the start date of the course, or the seventh (7th) calendar day after enrollment (whichever is later), 100% of tuition fees will be refunded. Institutional charges for other services will be refunded, less any costs incurred for the period the services were delivered.

### 3. Withdrawal After Cancellation Period

If a student has completed 60% or less of the course term at the time of withdrawal from classes, the student will receive a pro rata refund of tuition for the remaining period of attendance. Refunded tuition is calculated from the last day of attendance.

### 4. Cancellation of Accommodation

If a student cancels homestay accommodations after arrival, the student must give 2 weeks' notice in writing. If the student gives a full 2 weeks' written notice of cancellation, homestay fees will be refunded for any remaining weeks.

Cancellation of other accommodations (hotel, student residence, or apartment) will be subject to the cancellation policy of the provider.

### 5. Refund Due Dates

All refunds due will be made to the appropriate party within 45 days of the date upon which the student's cancellation or withdrawal has been determined.

***I have read, understood and accepted the International House San Diego Cancellation and Refund policy.***

Signature

Date

## Two Referees

Name	Phone	Relationship
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Languages

Please comment on your level of proficiency.

Language	Speaking				Reading				Writing			
<input type="text"/>	1	2	3	4	1	2	3	4	1	2	3	4
<input type="text"/>	1	2	3	4	1	2	3	4	1	2	3	4
<input type="text"/>	1	2	3	4	1	2	3	4	1	2	3	4

1-Elementary 2-Intermediate 3-Advanced 4-Fluent

