

## **INTERNATIONAL LANGUAGE INSTITUTE**

1717 Rhode Island Ave NW, Suite 100, Washington, DC 20036 • Phone: (202) 362-2505 • www.ilidc.com

## **REFUND REQUEST FORM**

Student's Name:				Date:	
Proç	gram:	: ☐ Intensive ESL Program ☐ Semi-Intensive ESL Program		☐ Homestay	
				☐ TESOL/TEFL Certificate	
		☐ ESL Tutoria	als or Test Prep Tutoria	als □ Foreign La	anguage Prog
My I	ast day	of attendance v	will be:	(no retroa	active refunds
I request a refund of tuition/homestay for					
_	-		fund:		
*****	*****	******	(no	ot required)	*****
****** <b>ILI O</b> Pleas	Office Use comple	************************* <b>se Only:</b> ete the date received	* Please do not write  I and initial. Then give to Mar  f actual refund (check or cred	tina for completion and app	reval. Once appr
***** ILI O Pleas & refu	Office Use comple	************************* <b>se Only:</b> ete the date received	<ul><li>Please do not write</li><li>I and initial. Then give to Mar</li></ul>	tina for completion and app	************* oroval. Once appr
***** ILI O Pleas & refu Date	Office Use comple unded, ple	**************************************	<ul><li>Please do not write</li><li>I and initial. Then give to Mar</li></ul>	below this line ******  tina for completion and applicate and slip) in student's file	oroval. Once appr
****** ILI O Pleas & refu Date	Office Use compleunded, ple	**************************************	* Please do not write  I and initial. Then give to Mar  f actual refund (check or cred	below this line ******  tina for completion and applicated slip) in student's file  By (put initials here):	oroval. Once appr
Pleas & refu	Office Use complete unded, place Request Cancellate Student's	*************  se Only: ete the date received ease file with copy of  Received: tion before Start:	* Please do not write d and initial. Then give to Mar f actual refund (check or cred	tina for completion and appetit card slip) in student's file  By (put initials here):  by □ ILI or □ student	oroval. Once appr
Pleas & refu	Office Use complete unded, plete Request Cancellate Student's LOA Schel	se Only: ete the date received ease file with copy o  Received: tion before Start: e Start Date:	* Please do not write d and initial. Then give to Mar f actual refund (check or cred	below this line ******  tina for completion and applicated slip) in student's file  By (put initials here):  by □ ILI or □ stude  Scheduled End Date:	oroval. Once appr
Pleas & refu	Dffice Use complete unded, please Cancellate Student's LOA School Date of D	************  se Only:  tet the date received ease file with copy of Received:  tion before Start:  s Start Date:  eduled Return Date:	* Please do not write d and initial. Then give to Mar f actual refund (check or cred	tina for completion and applicated slip) in student's file  By (put initials here):  by □ ILI or □ stude  Scheduled End Date:  Last Day of Attendance:	ent
Pleas & refu	Dffice Use complete unded, please Cancellate Student's LOA School Date of D	***********  se Only:  tet the date received ease file with copy of Received:  tion before Start:  s Start Date:  eduled Return Date:  Determination:*	* Please do not write d and initial. Then give to Mar f actual refund (check or cred    Yes (proceed to 3.)	below this line ******  Itina for completion and applicate card slip) in student's file  By (put initials here):  by □ ILI or □ stude  Scheduled End Date:  Last Day of Attendance:  % of Class Completed:	ent
Pleas & refu	Dffice Use complete unded, please Cancellate Student's LOA School Date of D	***********  se Only:  tet the date received ease file with copy of Received:  tion before Start:  s Start Date:  eduled Return Date:  Determination:*	* Please do not write d and initial. Then give to Mar f actual refund (check or cred  — Yes (proceed to 3.)  — Early Withdrawal	below this line ******  Itina for completion and applicated slip) in student's file  By (put initials here):  by □ ILI or □ stude  Scheduled End Date:  Last Day of Attendance:  % of Class Completed:  Refund Due:	ent
Pleas & refu	Dffice Use compleunded, place Cancellate Student's LOA School Date of DReason for the control of	***********  se Only:  tet the date received ease file with copy of Received:  tion before Start:  s Start Date:  eduled Return Date:  Determination:*	* Please do not write d and initial. Then give to Mar f actual refund (check or cred  — Yes (proceed to 3.)  — Early Withdrawal — Overpayment — Unused Vacation Credit Tuition/Homestay Paid:	tina for completion and applit card slip) in student's file  By (put initials here):  by   ILI or   stude  Scheduled End Date:  Last Day of Attendance:  % of Class Completed:  Refund Due:	ent
Pleas & refu	Dffice Use compleunded, place Cancellate Student's LOA School Date of DReason for the control of	***********  se Only:  the the date received ease file with copy of the copy o	* Please do not write d and initial. Then give to Mar f actual refund (check or cred  D Yes (proceed to 3.)  Early Withdrawal Overpayment Unused Vacation Credit	tina for completion and applit card slip) in student's file  By (put initials here):  by   ILI or   stude  Scheduled End Date:  Last Day of Attendance:  % of Class Completed:  Refund Due:	ent  Yes  No,
Pleas & refu	Dffice Use compleunded, place Cancellate Student's LOA School Date of DReason for the control of	***********  se Only:  the the date received ease file with copy of the copy o	* Please do not write and initial. Then give to Mar f actual refund (check or cred    Yes (proceed to 3.)	below this line ******  tina for completion and applicate card slip) in student's file  By (put initials here):  by □ ILI or □ stude  Scheduled End Date:  Last Day of Attendance:  % of Class Completed:  Refund Due:	ent  Yes  No,

Proof of Refund Attached: Yes

□ No

Refund Issued on:

Refund Request Form 12/23/2024

<sup>\*</sup>The date of determination is the date the student gives written notice of withdrawal to the institution or the date the institution terminates the student due to the student's failure to adhere to the institution's attendance, conduct, or student progress policy.