
BRITANNIA LANGUAGE CENTRE POLICY

1. I hereby agree that the Registration & Teaching Material Fee paid is, under any circumstances, **NON REFUNDABLE**.

Registration Fees for 1 to 3 Months Course : **RM 300.00**

Registration Fees for 4 to 12 Months Course : **RM 500.00**

2. I hereby agree that if I withdraw from my course within the first 5 days of the course commencement, I will be entitled to a 50% refund of the remaining course tuition fee only, RM50 for each day attended for General Class, RM90 for each day attended for Intensive Class will be charged

3. I hereby agree that if I chose to withdraw before my visa application is filed at the Malaysian Immigration Department, then I will be entitled to a FULL REFUND of my visa application fees RM 1500, plus any tuition fees paid. Time period of withdrawal will be 5 Days from the application date

4. I hereby agree that If my visa application is filed at EMGS/Malaysian Immigration Department by Britannia, then im not entitled to any refund of the RM 1500 Visa Application Fees

5. I hereby agree that in any case of refunds, the below amounts will be deducted in addition to all the charges stated above.

For Courses with other visa types

RM 500 (Admin Fee) + Marketing Fee (based on % payable to marketing agencies, incase the student is recruited through a partner marketing agency)

For Courses with student visa

RM 2500 (Admin Fee) + Marketing Fee (based on % payable to marketing agencies incase the student is recruited through a partner marketing agency)

6. I hereby agree that if I withdraw after the first 5 days of the course commencement, I will not be entitled to any refund., and I must provide an Offer Letter from another institution or a flight ticket out of Malaysia to succesfully withdraw from Britannia. I hereby agree that my student visas under Britannia will be cancelled and shortened at the time of my withdrawal.

7. I hereby agree that Britannia reserves the right to cancel and shorten my student visas due to my poor class attendance, and I am not entitled to any refunds on poor attendance case

8. I hereby agree that im not entitled to refunds of all fees paid incase I fail post arrival medical screening in Malaysia.

9. I hereby agree that there will be no refund incase of my application being rejected by Malaysia Immigration or being NOT SUPPORTED by EMGS

10.I hereby agree that if i fail to score 65% and above in my end of months exam, i will repeat my level taught for that month.

11.I hereby agree to maintain 80% and above attendance throughout my course, failing which (*without a valid reason*) I will not be allowed to enter the end of month exams and will need to repeat the level for that month. Incase my class in not available in the coming months for me to repeat, I understand and agree to wait until the class is available for me to repeat.

12.I hereby agree to all Britannia attendnace policies shared on class whatsapp groups and in student handbook.

13.I hereby agree to READ and understand all Britannia Regulations in Britannia Student Handbook upon my arrival to Britannia.

14.I hereby agree to Britannia using my pictures & videos on their marketing material with my consent.

15.I hereby agree that my class timing may change every month. I fully understand that Britannia is not liable to offer me classes to my time preference.

** These are only part of Britannia's important policies, kindly refer to Students' Handbook to read the policy in full.*

I hereby understand and agree that it shall be my responsibility to know and abide with all relevant and applicable rules and regulations of Britannia Language Centre. I hereby declare that all information herein provided is complete, accurate, true to the best of my knowledge. I also hereby agree that Britannia Language Centre reserves the right to verify the same and I also agree that Britannia Language Centre reserves the right to vary or reverse any decision in respect of my registration in the event that the said information is found to be untrue, incorrect, and incomplete. I also agree that in the event that Britannia Language Centre shall forfeit the said fees, I shall not have any claim whatsoever against Britannia Language Centre. I also agree that Britannia Language Centre reserves the right to alter, amend, change or modify the current published fees and all fees payable shall be the published fees at the time of payment.

Student Signature _____

Date _____

To be signed by parent/ guardian/ sponsor of student under the age of 18.

Signature _____

Date _____