



MASSEY HIGH SCHOOL

REFUNDS POLICY FOR INTERNATIONAL TUITION CONTRACTS

This Policy is based on Section 4B(7) of the Education Amendment (No 4) Act 1991.

“(7) Where at any time an international student withdraws from a subject, course or programme at a state school, the Board may refund to the person who paid (in respect of the student’s enrolment in the subject, course or programme) the amount of fees referred in subsection (1) of this section (or the sum of any instalments paid in respect of those fees) any amount it thinks appropriate not exceeding the extent (if any) by which the amount paid exceeds the sum of the following amounts:

- (a) The Board’s best estimate of the cost to the Board (including the appropriate proportion of the Board’s administrative and other general costs and the appropriate proportion of any initial or start up costs of the subject, course or programme for 1 student up to that time.
- (b) An amount that is in the Board’s opinion an appropriate reflection of the use made by 1 student receiving tuition in the subject, course or programme of the Board’s capital facilities.
- (c) The appropriate proportion of the amount (if any) prescribed under section 4D of this Act for a student receiving tuition at a state school in the subject, course or programme.
- (d) All other fees (if any) prescribed by the Board”.

In order to be eligible for any refund the student must apply in writing to the Principal, setting out the special circumstances of the claim.

In arriving at a decision the Principal will take into consideration the special circumstances of the withdrawing student and:

- (a) costs already incurred by the school
- (b) the salaries of the teachers and support staff and any other components of the fee already committed for the duration of the course.
- (c) an amount which covers use of the facilities and resources to date of withdrawal
- (d) any refund of the foreign student’s fee from the Government.

Except in exceptional circumstances, no refund is payable to a student who withdraws before the end of the 12 month contract.

Glen Denham
Principal

I have read and understood the Massey High School Refunds Policy for Foreign Students

Parent/Guardian Full Name: _____ Sign _____

Students Full Name: _____ Sign _____

Agent: _____ Sign _____ Date _____

All contracts will be subject to New Zealand Law. New Zealand Law will apply and that the parties submit to the jurisdiction of the New Zealand Courts.

Information relating to the overall physical, emotional, behavioural and mental wellbeing of the student may be passed on to relevant agencies, homestay parents and parents if deemed necessary by Massey High School.