



CAL AMERICA EDUCATION INSTITUTE

Application Form

Please attach your picture

Please type or print clearly in black ink. Only complete applications will be processed.

Student Information

Male Female

Student Name:

(Same as in Passport)

(Last Name)

(First Name)

(Middle Name)

Date of Birth:

MM / DD / 19YY

City of Birth: _____

Country of Birth: _____

Country of Citizenship: _____

Mailing Address:

(In Your Home Country)

(Street Address)

(Apartment Number)

(City/District)

(State/Province)

(Postal Code)

(Country)

(Telephone Number)

(Fax Number)

(Email Address)

Mailing Address:

(In USA)

(Street Address)

(Apartment Number)

(City)

(State)

(Zip Code)

(Telephone Number)

(Fax Number)

(Email Address)

Contact Person

Name: _____

Relationship: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Visa and I-20

Will you need an I-20 form from Cal America? Yes No

Do you have dependent(s) staying with you while you study in the U.S.?

Yes No

(if yes, please provide information)

1. Name: _____ DOB: _____ Country of birth _____ City of birth _____ Relationship _____

2. Name: _____ DOB: _____ Country of birth _____ City of birth _____ Relationship _____

3. Name: _____ DOB: _____ Country of birth _____ City of birth _____ Relationship _____

Course Information

Intensive English Program (IEP)

iBT TOEFL

IEP & Electives Program

Private tutoring: _____ hours

Schedule: Morning Afternoon Morning & Afternoon Evening

Meeting on: _____

Time: _____

*Number of Session(s): _____ Starting From: _____ Until: _____

* A minimum of 3 sessions is required for all overseas F-1 Students.

Financial Information

All applications must be accompanied by a separate financial support document or if students have a sponsor, s/he must also sign below (overseas applications MUST also include a \$100.00 non-refundable application fee, \$200.00 tuition deposit and \$50 non-refundable express mailing service fee):

"I certify that sufficient funds are available to cover the school and living expenses for the above named student and his/her dependent(s) during his/her term of study at the Cal America Education Institute. I accept full financial responsibility for the expenses."

Name of Sponsor

Signature of Sponsor

Date

Relationship

Telephone Number

ApplicationFormRev.07-07

How did you hear about our school/program?

Check appropriate box and provide details:

- A Friend or relative, who lives in the U.S. Advertisement: _____
- Former or present student of Cal America Study/ Travel Agent: _____
- Internet: _____ Other(s): _____

I-20 Request

I-20 from will be issued only after Cal America receives the following items:

1. Completed and signed Application Form along with appropriate fees and deposits.
2. Financial support document shows sufficient funds that will be available to meet costs of tuition and living expenses.

You may submit financial support document in any of the following forms:

- a. A current bank statement or a letter from your bank certifying that you or your sponsor has sufficient funds.
- b. A letter guaranteeing support from your employer or sponsor (Letter must be written in English and currency stated in US dollars)
- c. An affidavit of your sponsor's support

Payment

Method of Payment: Cash Check Cashier's Check Money Order Wire Transfer (\$40.00 fee required)

Credit Card (5% charge of total applied) Type (check appropriate box) : Visa Master American Express Discover

Card No.: _____ Expiration Date: _____

Cardholder's Name: _____ Authorizing Signature: _____

All fees MUST be paid in U.S. dollars only.

Required: \$ 100.00 Application Fee \$ 50.00 Express Mail Service Fee

\$ 200.00 Tuition or Tuition Deposit \$ 100.00 SEVIS Registration

Optional: \$ 250.00 Housing Placement Service Fee \$ 75.00 Airport Pick-up Service Fee

TOTAL AMOUNT DUE: \$ _____ AMOUNT PAID: \$ _____ REMAINING BALANCE: \$ _____

Cancellation and Refund Policy

1. Application fee is absolutely non-refundable.
2. Students may cancel their course before the program start date. In order to receive a refund for tuition deposit or the full amount of paid tuition, students **must** submit a "refund request" in writing (showing reasons for cancellation) and return the "original I-20" to Cal America within 30 days from the original program start date indicated on the I-20.
Tuition will **not** be refunded if a student cancels class after the indicated program start date or if the student fails to submit a written request and their original I-20 to Cal America within 30 days from the original program start date indicated on the I-20.
3. Students entering the U.S. using an I-20 issued by Cal America **must** complete three (3) consecutive sessions (or 12 weeks) with regular attendance before requesting a transfer to another educational institution. Any tuition amount for the first three (3) sessions (or 12 weeks) will not be refunded if students enter the U.S. with an I-20 from Cal America but fails to attend class. If the student has already paid for more than three (3) sessions but decides to finish his/her study earlier, any refund amount for the session(s) after the first 12 weeks will be calculated on a pro rated basis.
Refunds will not be applied to discounted rates.
4. The express mailing fee is non-refundable unless the course is cancelled before Cal America mails any documents to the student.
5. Students may cancel the housing placement service within 7 days from the day service is requested in order to receive a refund for the housing placement service fee. However, Cal America will deduct 30% of the paid service fee to cover expenses. There is absolutely no refund after 7 days from the day service is requested. Cal America will not refund the housing placement service fee for a cancellation request made after 2 weeks from the student's expected move-in date.
6. You may cancel the airport pick-up service 7 days before the date of your arrival in order to receive a full refund. Any refund requests made less than 7 days before your date of arrival will not be accepted.
7. All refund will be made in 6 weeks from the day Cal America receives written request from student. Students are responsible for all necessary expenses.

Enrollment Agreement

1. I certify that the information that I provided on this Application Form is accurate and complete.
2. I have read and understand the terms and conditions outlined regarding tuition and fees, requirements, cancellation and refund policy.
3. I hereby affirm that I have sufficient funds to pay tuition and living expenses for the period of my study at Cal America Education Institute.
4. I authorize Cal America Education Institute to take appropriate medical action in case of illness or injury, and I understand that I am responsible for all medical expenses.

Student Name

Signature of Student

Date

Sponsor's Name (if student is under 18 years old)

Signature of Sponsor

Date

Important:

- ♦ You **must** submit the required **\$100.00** application fee and **\$200.00** tuition deposit along with complete application form in order for Cal America to process your application and issue I-20.
- ♦ You **must** also include **\$50.00** for express mail service fee with your application unless you can pick up your documents and I-20 -OR- if you can arrange to have someone to pick up your I-20 directly from our office during our office hours.
- ♦ Tuition shown anywhere on our brochure, information sheets, web site, or other printed materials does not include prices of textbooks and other class materials; and is subject to change without notice.
- ♦ If you are requesting housing service and/or airport pick-up service, you **must** also complete the Housing Application form and/or Airport Pick-Up Request and submit it to us along with appropriate fees.

*Housing placement service fee of **\$250.00** is a one-time service fee you pay Cal America to arrange housing for you. You **must** request housing placement service and pay full amount of service fee when you apply to Cal America or at least four (4) weeks prior to your move-in.*

*Airport pickup fee of **\$75.00** is a one-time service fee you pay Cal America to arrange one-way transportation from the Los Angeles International Airport (LAX). You **must** request the service and pay full amount of fee when you apply to Cal America or at least three (3) weeks prior to your arrival. Any request made during the last three (3) weeks prior to your arrival is subject to additional fee.*

Payment

All fees must be paid in U.S. dollars.

You may pay your fees by *bank draft, cashier's check, or international money order.*

Please pay to:

Cal America Education Institute
 3700 Wilshire Blvd., Suite 200
 Los Angeles, CA 90010 U.S.A.

You may also pay by Wire Transfer. However, this is subject to a **\$40.00** fee. Please add the fee to total amount to cover bank service charge before you transfer money to our bank account.

Please provide to your bank the following information:

Account name: Cal America Education Institute
 Account number: 8020675502
 Bank name: Nara Bank, N.A.
 Bank address: 3600 Wilshire Blvd., Suite 100, Los Angeles, CA 90010
 Phone (213) 235-3220
 Fax (213) 385-3739
 Routing number: 122041727

Important: Please send confirmation of your payment to Cal America via e-mail at admission@cal-america.com or by FAX at 1-213-383-5110.

<p>Office Only: <input type="checkbox"/> Passport <input type="checkbox"/> Visa <input type="checkbox"/> I-94 <input type="checkbox"/> Bank Statement <input type="checkbox"/> Transfer Letter <input type="checkbox"/> Eligible to Transfer <input type="checkbox"/> COS (Submit Date: _____ / Approval Date _____)</p>	<p>_____</p> <p>Official Signature</p>
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Always visit our web site at <http://www.cal-america.com> for updated information.