



CAL AMERICA EDUCATION INSTITUTE

Application Form

Please attach your picture

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

1. Student Information

Student Name: _____ Male Female
(Same as in Passport) (Last Name) (First Name) (Middle Name)

Date of Birth: MM/DD/19 City of Birth: _____ Country of Birth: _____ Country of Citizenship: _____

Overseas Address:

(Street Address) (Apartment Number)

(City) (State) (Postal Code) (Country)

(Telephone Number) (Fax Number) (Email Address)

U.S. Address:

(Street Address) (Apartment Number)

(City/District) (State/Province) (Postal Code)

(Telephone Number) (Fax Number) (Email Address)

2. Contact Person

Name: _____ Phone: _____ Relationship: _____

Address: _____

3. Course Information

IEP20 + Test Prep (TOEIC/TOEFL/Business English) IEP30 (IEP20 + Elective Course) ESL+Dance (new)

Intensive English Program *(IEP20) TOEFL (AM/PM/EVE) TOEIC Business English

Number of Weeks (all F-1 visa students must register a min. of 12 weeks): _____ Starting Date: _____

Private Lessons (minimum 10 lessons) Number of Hours: _____ Starting Date: _____

4. Financial Information

All application must be accompanied by a separate financial support document or if students have a sponsor, s/he must also sign below (overseas application 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 _____

5. Visa and I-20 (including dependents)

Will you need an I-20 form from Cal America? Yes No (if no, what visa do you have? _____)
Do you have dependent(s) who will stay with you while you study in the U.S.? Yes No (if yes, please provide information)

- Name: _____ DOB: _____ Country of birth _____ Relationship _____
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6. How did you hear about our school/program?

Check appropriate box and provide details:

A friend/relative Former/ present student of CAEI Internet Advertisement: _____ Agent: _____

7. Payment

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

Credit Card: Visa / Master Card #: _____ Expiration Date: ____/____/____ CVV: _____

Cardholder's Name: _____ Authorizing Signature: _____

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

Required: \$ 100.00 Application Fee (non-refundable) \$ 50.00 Express Mail Service Fee

\$ 200.00 Tuition Deposit \$ 200.00 SEVIS I-901 Fee

Optional: \$ 250.00 Housing Placement Service Fee (check one: dorm homestay) \$ 100.00 Airport P/U Service Fee

TOTAL AMOUNT DUE: \$ _____

AMOUNT PAID: \$ _____

8. Cancellation and Refund Policy

1. Application fee is absolutely non-refundable. To receive a refund, students **must** submit a "refund request" in writing (showing reasons for cancellation).
2. Students may cancel their course before the program start date. In order to receive a refund for tuition deposit or any 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 students cancel class after the indicated program start date or if students fail to submit written request and 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 CAEI **must** complete three (3) sessions (or 12 weeks) before requesting to transfer to another educational institution. Tuition deposit or the full amount of tuition for the first three (3) sessions (or 12 weeks) will not be refunded if students enter the U.S. with an I-20 that Cal America issued but fails to attend the program. If the students already paid for sessions but decide to stop the study, the session already started will not be refundable. All refunds will not be applied discounted rate.
4. Express mailing fee is non-refundable unless the course is canceled before any documents are mailed by Cal America.
5. Students may cancel the housing placement service within 7 days from the day service is requested in order to receive refund for the housing placement service fee. However, Cal America will deduct 50% 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 housing placement service fee for the request made 2 weeks before students move in.
6. Students may cancel the airport pick-up service 7 days before students' arrival to receive a full refund. In the case that airport pick-up service is requested within 7 days before students arrive, no refund will be granted.
7. All refund will be made in 6 weeks from the day Cal America receives the written request from the student. Students are responsible for all necessary expenses.

8. 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.
5. IN CONSIDERATION OF CAEI'S PROMOTIONAL EFFORTS TO RECRUIT INTERNATIONAL STUDENTS, I hereby assign all commercial and broadcast rights to any photographs taken during work hours to Cal America Education Institute, and do declare it as my lawful agent and representative regarding such rights. I AGREE that CAL AMERICA EDUCATION INSTITUTE, or its assigns, on a non-exclusive basis, may use my name and picture, for publicity and publication purposes.

Name of the Student

Signature of Student

Date

Name of the Agent or Sponsor (if student is under 18 years old)

Signature of Agent or Sponsor

Date

Important Information:

- ♦ 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 \$100.00 is a one-time service fee you pay Cal America to arrange a one-way transportation from the Los Angeles National Airport (LAX). You **must** request the service and pay in full 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 fees.*

Always visit our web site at <http://www.cal-america.com> for updated information.

Please email, post or fax complete form to:

Cal America Education Institute

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FAX: 1.213.383.5110/info@cal-america.com