

PRIVATE EDUCATION INSTITUTION-STUDENT CONTRACT

This Contract binds both the Private Education Institution (PEI) and the Student once both parties sign this Contract. If the Student is under eighteen (18) years of age, the Student will be represented by the Parent/Legal Guardian.

This Contract is made between:

- | | | | |
|-----|--|---|--|
| (1) | Registered Name of PEI | : | EF International Language Schools
PTE LTD |
| | Registration Number | : | 200817960G |
| (2) | Full Name of Student | : | _____ |
| | <i>(as in NRIC for Singapore Citizen (SC) and Permanent Resident (PR) / as in passport for international student)*</i> | | |
| | NRIC Number (for SC/PR)* | : | _____ |
| | Student's Pass Number (if available)/ | : | _____ |
| | Passport Number (for international student)* | : | _____ |
| | Booking Number | : | _____ |
| (3) | Full Name of Parent/Legal Guardian* | : | _____ |
| | (if Student is under eighteen (18) years of age) | : | N/A |
| | NRIC/Passport Number* | : | N/A |

* Delete as appropriate by striking through.

Where non-applicable, put "N.A.". Leave no fields blank.

State all dates in the format of DD/MM/YYYY.

1. COURSE INFORMATION AND FEES

- 1.1 The PEI will deliver the Course as set out in Schedule A to the Student, towards conferment of the stated qualification upon successful Course completion.
- 1.2 The PEI confirms that the Course has been permitted by the Council for Private Education (CPE) and no amendments have been made to the Course as set out in Schedule A, unless otherwise permitted by CPE.
- 1.3 The Course Fees payable are set out in Schedule B and the optional Miscellaneous Fees in Schedule C.
- 1.4 The PEI considers payment made N.A. days/month* after the scheduled due date(s) in Schedule B as late. The PEI will explain to the Student its policy for late payment of Course Fees, including any late payment fee charged in Schedule C (if applicable) and any impact on Course/module completion (if applicable).

2. REFUND POLICY

2.1 Refund for Withdrawal Due to Non-Delivery of Course:

The PEI will notify the Student within three (3) working days upon knowledge of any of the following:

- (i) It does not commence the Course on the Course Commencement Date;
- (ii) It terminates the Course before the Course Commencement Date;
- (iii) It does not complete the Course by the Course Completion Date;
- (iv) It terminates the Course before the Course Completion Date;
- (v) It has not ensured that the Student meets the course entry or matriculation

requirement as set by the organisation stated in Schedule A within any stipulated timeline set by CPE; or

- (vi) The Student's Pass application is rejected by Immigration and Checkpoints Authority (ICA).

The Student should be informed in writing of alternative study arrangements (if any), and also be entitled to a refund of the entire Course Fees and Miscellaneous Fees already paid should the Student decide to withdraw, within seven (7) working days of the above notice.

2.2 Refund for Withdrawal Due to Other Reasons:

If the Student withdraws from the Course for any reason other than those stated in Clause 2.1, the PEI will, within seven (7) working days of receiving the Student's written notice of withdrawal, refund to the Student an amount based on the table in Schedule D.

2.3 Refund During Cooling-Off Period:

The PEI will provide the Student with a cooling-off period of seven (7) working days after the date that the Contract has been signed by both parties.

The Student will be refunded the highest percentage (stated in Schedule D) of the fees already paid if the Student submits a written notice of withdrawal to the PEI within the cooling-off period, regardless of whether the Student has started the course or not.

3. ADDITIONAL INFORMATION

- 3.1 The laws of Singapore will apply to how this Contract will be read and to the rights the parties have under this Contract.
- 3.2 If any part of this Contract is not valid for any reason under the law of Singapore, this will not affect any other part of this Contract.
- 3.3 If the Student and the PEI cannot settle a dispute using the way arranged by the PEI, the Student and the PEI may refer the dispute to the CPE Mediation-Arbitration Scheme (www.cpe.gov.sg).
- 3.4 All information given by the Student to the PEI will not be given by the PEI to anyone else, unless the Student signs in writing that he agrees or unless the PEI is allowed to give the information by law.
- 3.5 If there is any other agreement between the PEI and the Student that is different from the terms in this Contract, then the terms in this Contract will apply.
- 3.6 If the Student or the PEI does not exercise or delay exercising any right granted by this Contract, the Student and the PEI will still be able to exercise the same type of right under this Contract during the rest of the time the Contract continues.
- 3.7 If this Contract is also signed or translated in any language other than English and there is a difference from the English language copy of this Contract, the English language copy will apply.

SCHEDULE A
COURSE DETAILS

Note: The information provided below should be the same as that submitted to the CPE.

1) Course Title	Certificate in English (Long Term)
2) Registered Course Duration	12 months (weeks)
3) Full-time or Part-time Course	Full-time
4) Course Commencement Date	
5) Course Completion Date	
6) Date of Commencement of Studies if later than Course Commencement Date <i>Note: "N.A." if both dates are the same</i>	N.A.
7) Qualification <i>(Name of award to be conferred on the Student upon successful Course completion)</i>	EF Course Certificate
8) Organisation which develops the Course	EF International Language Schools
9) Organisation which awards/ confers the qualification	EF International Language Schools
10) Course entry requirement(s)	Minimum 14 years of age
11) Course schedule with modules and/or subjects	<p>Course type: <<CourseTypeName>> Classes are scheduled Monday-Friday between 8.30am and 6.30pm and include:</p> <p>(B)asic: 20x40 minute lessons per week (13H20m) distributed as: 14 General Language Lessons, 4 General Teacher Guided-Lessons with iPads , 2 General Teacher Guided-Lessons in iLab.</p> <p>(G)eneral: 26x40 minute lessons per week (17H20m) distributed as: 14 General Language Lessons, 2 General Teacher Guided-Lessons in iLab, 4 General Teacher Guided-Lessons with iPads, 4 Special Interest Classes, 1 Lecture (Double lesson)</p> <p>(I)ntensive / (E)xam: 32 x 40 minute lessons per week (21H20m) distributed as: 14 General Language Lessons, 2 General Teacher Guided-Lessons in iLab, 4 General Teacher Guided-Lessons with iPads 10 Special Interest Classes, 1 Lecture (Double lesson)</p>

	<p>Modules/Subjects/Content: General Language Lessons cover: Grammar Vocabulary Pronunciation Language Skills</p> <p>Specialist Interest Classes cover: Optional extension work on all General Language Subjects and specific language in the following areas: Culture Arts Business Academic Exam Preparation</p> <p>Course week 1 - <<Weeks>>: <<CourseTypeName>> Please refer to course type description above for the <<CourseTypeName>>. The student's weekly schedule will consist of the subjects and modules mentioned above.</p>																										
12) Scheduled holidays (public and school) and/or semester/term break for course	<p>School Closed:</p> <table border="0"> <tr><td>Deepavali</td><td>14 Nov 2020</td></tr> <tr><td>Christmas Day</td><td>25 Dec 2020</td></tr> <tr><td>New Year's Day</td><td>1 Jan 2021</td></tr> <tr><td>Chinese New Year</td><td>12 Feb 2021</td></tr> <tr><td></td><td>13 Feb 2021</td></tr> <tr><td>Good Friday</td><td>2 Apr 2021</td></tr> <tr><td>Labour Day</td><td>1 May 2021</td></tr> <tr><td>Hari Raya Puasa</td><td>13 May 2021</td></tr> <tr><td>Vesak Day</td><td>26 May 2021</td></tr> <tr><td>Hari Raya Haji</td><td>20 July 2021</td></tr> <tr><td>National Day</td><td>9 Aug 2021</td></tr> <tr><td>Deepavali</td><td>4 Nov 2021</td></tr> <tr><td>Christmas Day</td><td>25 Dec 2021</td></tr> </table> <p>*The following Monday will be a Public Holiday</p>	Deepavali	14 Nov 2020	Christmas Day	25 Dec 2020	New Year's Day	1 Jan 2021	Chinese New Year	12 Feb 2021		13 Feb 2021	Good Friday	2 Apr 2021	Labour Day	1 May 2021	Hari Raya Puasa	13 May 2021	Vesak Day	26 May 2021	Hari Raya Haji	20 July 2021	National Day	9 Aug 2021	Deepavali	4 Nov 2021	Christmas Day	25 Dec 2021
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13) Examination and/or other assessment period	<p>Arrival assessment: Placement test Weekly assessment: In-class assessment Level assessment: Progress test Departure assessments: Departure test</p>																										
14) Expected examination results release date	<p>Arrival assessment: first day at school - timetable Weekly assessment: weekly after assessment – teacher feedback Level assessment: every 6 weeks – online via Progress Tests and iTracker on my.ef.com Departure assessments: last day at school - certificates</p>																										
15) Expected award conferment date	<<CourseEndDate>>																										

SCHEDULE B
COURSE FEES

Fees Breakdown	Total Payable (with GST, if any) (S\$)
Course fee	
FPS insurance/escrow fee*	2% of course fees
<i>* Included in Course fee</i>	
Total Course Fees Payable:	
No of Instalments:	1

INSTALMENT SCHEDULE

Instalment ¹ Schedule	Amount (with GST, if any) (S\$)	Date Due ²
1st instalment		30 days before course start date
Total Course Fees Payable:		

1. Each instalment amount shall not exceed the following:
- 12 months' worth of fees for EduTrust certified PEIs*; or
 - ~~6 months' worth of fees for non-EduTrust-certified PEIs with Industry-Wide Course Fee Insurance Scheme (IWC)*; or~~
 - ~~2 months' worth of fees for non-EduTrust-certified PEIs without IWC*.~~
- * Delete as appropriate by striking through.*
2. Each instalment after the first shall be collected within one week before the next payment scheduled.

SCHEDULE C**MISCELLANEOUS FEES**³

Purpose of Fee	Amount (with GST, if any)
	(S\$)
Registration Fee (Non-refundable)	\$260
Registration Fee for Semester, Year or Extended Year (Non-refundable)	\$400
Courier Fee	\$130
Course books (1-6 weeks)	\$65
Course books (7-12 weeks)	\$125
Course books (13-18 weeks)	\$195
Course books Semester	\$280
Course books Year	\$375
Course books Extended Year	\$420
Course books Foundation Year	\$570
Course transfer fee (Semester, Year, Extended Year and Foundation Year Only)	\$420
Host Family Single Room	\$70/week
EF Residence Twin Room	\$200/week
EF Residence Multi Room	\$150/week
Airport transfer Single	\$65
Airport transfer Return	\$65
Cancellation insurance (Non-refundable)	\$130
Cancellation Insurance for Semester, Year or Extended Year (Non-refundable)	\$270
Replacement Student Pass	\$90
Application fee Student Pass	\$30
Weekly Summer Supplement	\$85/week
Activities	\$10-600
Travel Insurance Semester	\$1,210
Travel Insurance Year	\$1,630
Travel Insurance Extended Year	\$2,100
Travel Insurance Weekly courses	\$130 for first 2 weeks S\$ 50/additional week

3. Miscellaneous Fees refer to any non-compulsory fees which the students pay only when applicable. Such fees are normally collected by the PEI when the need arises

**SCHEDULE D
REFUND TABLE**

% of [the amount of fees paid under Schedules B and C]	If Student's written notice of withdrawal is received:
100% [Except for Registration, FPS insurance and the optional Cancellation Insurance fees]	More than [45] days before the Course Commencement Date
60% [Except for Registration, FPS insurance and the optional Cancellation Insurance fees]	[16] to [45] days before the Course Commencement Date
10% [Except for Registration, FPS insurance and the optional Cancellation Insurance fees]	Before, but not more than [15] days before the Course Commencement Date
0%	After the Course Commencement Date

The parties hereby acknowledge and agree to the terms stated in this Contract.

SIGNED by the PEI

 Authorised Signatory of the PEI
 Name:
 Date:

 Seal of PEI

SIGNED by the Student

SIGNED by the Student's parent or legal guardian (if the student is under eighteen (18) years of age)

 Name of Student:
 Date:

 Name of Parent or Legal Guardian:
 Date: