

Terms and conditions

1. Application and completion of contract

The application date is based on the date the school receives the student's application form.

2. Application conditions

The minimum age for the Japanese course is 14 years for an individual student. Students under the age of 20 (a minor by Japanese law) may be subject to further parental consents prior to taking part in certain activities.

3. Course Design

Please check the details of your course carefully before applying. For reference, all courses include a basic Standard Course package of 15 group lessons per week, the opportunity to take part in free activities, 24 hour support from school staff, full use of the school facilities and wifi, a welcome pack and induction, and a graduation certificate.

Additionally, the following additional activities are added to the following courses:

- Standard Course plus Private Lessons include an additional 6 hours of one-to-one lessons per week.
- Cultural Courses include an additional 4 hours of cultural lessons per week.
- Japanese and Internship includes an additional 20 hours of internship experience per week.
- Winter and Summer Course includes 4 hours of cultural lessons per week, plus a wider selection of seasonal activities.

Please contact us if you are uncertain in any way of the explanation offered on our website before applying.

4. Terms of Payment

When the applicant submits his or her completed application to the school, in regular circumstances he or she is required to pay the full cost of the course tuition **by the payment date noted on the invoice.**

(If you require further assistance with payment or to negotiate a later payment date, please make a note of this on your application form. A member of staff will then contact you directly to discuss the options available.)

The school accepts bank transfers and payments by paypal. The school only accepts cash when the applicant pays the school in person.

Please note that we are **unable** to reserve places on a course or accommodation for students who have **overdue invoices**. In this instance, please contact us as soon as possible.

5. Cancellation and refund policy

- Full refunds of course fees will be given for cancellations made **prior to 28 days** before the start date of the course (please see non-refundable charges below).
- Refunds of 80% of course fees will be given for cancellations made **7 to 28 days** before the start date of the course.
- Refunds of 50% of course fees will be given for cancellations made **3 to 7 days** before the start date of the course.
- Refunds of 20% of course fees will be given for cancellations made **less than 3 days** before the start date of the course.

If an applicant cancels after the school receives his or her payment, the school will charge the abovementioned cancellation fee(s). The bank charge(s) associated with the refunds will be deducted from the full refund amount.

There are no refunds for the registration fee and the accommodation arrangement fee or accommodation fee after the school receives the applicant's payment, under any circumstances.

There are no refunds after the course begins, under any circumstances.

6. Course Contract Cancellation

In the case the school is unable to confirm a student's payment **after** their invoice payment date; the school will notify the student once.

If a method of payment cannot be arranged after the school's notification, the school will

cancel the student's application and inform the student.

7. Disclaimer

The school bears no responsibility for the following matters:

- ① If a student cannot obtain a passport and/or visa, or if he or she is, for whatever reason, refused entry into Japan by the Japanese Immigration Bureau.
- ② If a student cannot get his or her visa in time or extend it after his or her arrival.
- ③ If there is a disaster, a war, a strike, terrorist activity, or any other equally grave unforeseen circumstance.
- ④ The school accepts no responsibility for accidents or trouble during a student's stay in Japan. The student should be sure to enroll in overseas travel insurance.
- ⑤ The school cannot accept responsibility for any physical, mental or economic damages suffered by the student from causes beyond the control of the school.
- ⑥ If a student causes any damage to his or her place of accommodation, the student is responsible for the cost of damage. Also, if the school's reputation or facilities are damaged because of the student, we will claim damages against the student.
- ⑦ From the time of arrival to Japan, the student is responsible for his or her own actions, and is personally liable for any damages arising from action in breach of law, regulations, customs, or the rules of the school. In any of these cases, the school cannot accept responsibility.
- ⑧ The student is responsible for any accidents occurring during activities such as sports, and is responsible for purchasing additional insurance for any sports requiring coverage. In any case corresponding to any of the above conditions, the school will under no circumstances return any tuition fees.

8. Change to terms and conditions

These terms and conditions can change without notice.

9. Change of agreement charge after arrival

If a student requests to change his or her Japanese course and/or accommodation due to personal reasons, the school will try its best to meet the student's request. In such cases, the school will charge an adjustment fee.

Course Change Adjustment Fee : 5,000 YEN

Accommodation Change Adjustment Fee : 15,000 YEN

10. School Holiday When the school is closed for a national holiday or other

scheduled closing, the student will be refunded tuition for missed classes. Students will be refunded 1,000 YEN per Japanese language lesson and or culture lesson hour. The student's fees will not be refunded if the student chooses not to attend the scheduled lesson.

11. **Judicial jurisdiction** These Terms and Conditions are governed the laws of Japan. Any litigation related to the terms of this agreement is exclusively under the jurisdiction of the Sapporo Prefectural Court.
12. **Superiority of English Version** In case that there is any difference among English version and other language version; the English version shall take priority.
13. **Effective date** These terms and conditions shall commence on April 23 2016