



## **WCDSB International Education Refund Policy**

(Revised September 2026)

### **Who is Not Eligible for Refund?**

#### **NO refunds will be granted in the following circumstances:**

- **If the Study Permit is denied by Immigration, Refugees and Citizenship Canada (IRCC) due to missing documents or incomplete paperwork**
- **If the student chooses to withdraw for any reason after a Study Permit has been granted using the official Letter of Acceptance**
- **After commencement of studies**
- **If the student does not follow the International Student Participation Agreement and is asked to leave the school**
- **In the event of a labour disruption, inclement weather or other issues beyond the control of the Board**
- **If the student or parent changes immigration status after the district has received tuition payment or a Letter of Acceptance has been issued, no refund will be granted for the current year of study. Students who become Permanent Residents after tuition is paid will not be eligible for a refund.**

### **Who is Eligible for Refund?**

**A refund will be provided if the student is unable to obtain a Study Permit from Immigration, Refugees and Citizenship Canada (IRCC). Please allow 3-5 weeks for processing approved refunds.**

**To obtain a refund, the parent/custodian must provide the following within 60 days from the issue date of the letter of refusal from IRCC:**

- **A copy of the letter of rejection from the Canadian Embassy**
- **A copy of the WCDSB tuition receipt**
- **A letter that is written and signed by a parent asking for a refund.**

### **Refund Processing Fee**

- **For refunds due to a visa rejection, or other administrative requests, a processing fee of \$195 will be applied.**

**The policy will take effect on January 1, 2027.**

