

REFUND POLICY	
Circumstances when Refund Payable	Amount of Refund
Before program start date , institution receives a notice of withdrawal (applies to all students)	
<ul style="list-style-type: none"> Any circumstances before program start date. 	100% tuition and all related fees and deposit other than application fee (\$250 in the case of International student) . Related fees include: administrative fees and fees charged for textbooks or other course materials if applicable.
After program start date , institution provides a notice of dismissal or receives a notice of withdrawal (applies to all students, except those enrolled in a program delivered solely by distance education)	
<ul style="list-style-type: none"> After the program start date, and up to and including 10% of instruction hours have been provided. 	No refund on completed flight training. In the case of Ground School, 70% of the ground school tuition will be refunded. Fees paid for course materials if not provided to the student will be fully refunded.
<ul style="list-style-type: none"> After the program start date, and after more than 10%, but before 30% of instruction hours, have been provided. 	No refund on completed flight training. In the case of Ground School, 50% of the ground school tuition will be refunded. Fees paid for course materials if not provided to the student will be fully refunded.
Student does not attend program – “no-show” (applies to all students except those enrolled in a program delivered solely by distance education):	
<ul style="list-style-type: none"> Student does not attend the first 30% of the program. 	No refund on completed flight training. In the case of Ground School, 50% of the ground school tuition will be refunded. Fees paid for course materials if not provided to the student will be fully refunded.

Institution receives a refusal of study permit (applies to international students requiring a study permit):	
<ul style="list-style-type: none"> • Before 30% of instruction hours would have been provided, had the student started the program on the later of the following: <ul style="list-style-type: none"> a) The program start date in the most recent Letter of Acceptance b) The program start date in the enrolment contract • Student has not requested additional Letter(s) of Acceptance. 	<p>100% tuition and all related fees, other than application fee.</p> <p>Courier fee of the Letter(s) of Acceptance is not refundable.</p>
Student enrolled in a program without having met the admission requirements for the program	
<ul style="list-style-type: none"> • If the student did not misrepresent the student's knowledge or skills when applying for admission and the registrar orders the institution to refund tuition and fees. 	<p>100% tuition and all related fees, including application fees</p>

Institution must pay the tuition or fee refund **within 30 days** after receiving notice of withdrawal or refusal of study permit; providing a notice of dismissal, or the date on which the first 30% of the hours of instruction are provided (no-show).

All refunds shall be made to the original source of the funds (i.e. person/organization who originally deposited the funds) unless written permission is obtained from the person/organization to refund directly to the student or third party.

In the case that a student has deposited funds on account and requests to refund it due to withdrawal, dismissal, or for any acceptable reason including the refusal of study permit, a student must complete a 'Deposit Return Request Form' [SLA-036-02-13]. SLA will refund the total deposit minus charges owed by the student (such as late cancellation charges or the courier fee for the acceptance letter) and the transfer charge from the bank.