

## DEPOSIT QUOTE

**Date:** July 4, 2018  
**Name:** Komal Rani  
**Address:** VPO Bhagal  
 Kaithal  
 Haryana, 136034, India  
**Phone:** +91 9050656116  
**Email:** komal1999rani.in@gmail.com

Quantity	Description	Unit Price	Total
1	<b>Tuition Deposit</b> To be used towards tuition fees at Acsenda School of Management. You will be provided an itemized invoice upon registering for your first term. You may be required to pay additional costs upon commencement depending on your individualized term fees.	\$5,000.00	\$5,000.00
		Subtotal	\$5,000.00
		GST 5%	\$0.00
		PST 7%	\$0.00
		<b>TOTAL</b>	<b>\$5,000.00</b>

Payments to Acsenda School of Management can be made by bank transfer, debit card, and credit card through **Flywire**.

1. Visit <http://flywire.com/pay/acsenda> to choose your country and payment method.
2. Enter your details by providing basic information and confirming your payment booking.
3. Make your payment by sending your funds to Flywire via your chosen method.
4. Track and confirm your payment online from start to finish.

Flywire can process payments from any country and any bank, usually in your home currency. Further questions about Flywire can be directed to their 24/7 multilingual Customer Support at [support@flywire.com](mailto:support@flywire.com) or 1-800-346-9252. Go to <https://www.flywire.com/support/> for more information.

## REFUND POLICY

---

One term tuition deposits paid prior to program registration are non-refundable **unless any application for a study permit has been denied**.

Students requesting a refund of their tuition deposit due to a study permit denial are subject to a \$200 administrative fee.

### DEPOSIT - BEFORE REGISTRATION

Reason for Withdrawal	Amount retained by ASM
Change of mind.	No refund. 100% of total deposit paid is retained by Acsenda.
Applicant has their visa/study permit refused by Citizenship and Immigration Canada.	Refund of the deposit payment less the \$150 Application Fee and a \$200 Administrative Fee.
Defer to next intake.	No refund. Deposit retained by Acsenda and can be used

### DEPOSIT - AFTER REGISTRATION

Reason for Withdrawal	Amount retained by ASM
Change of mind.	No refund. 100% of total deposit paid is retained by Acsenda.
Transfer to another school.	No refund. 100% of total deposit paid is retained by Acsenda.

### SUCCESSIVE TERM FEE PAYMENTS

Withdrawal Period / Student Dismissal	Amount retained by ASM
After the Enrolment Contract has been signed and before the first class of a registered course.	\$500
Before the 2nd class of a registered course for the academic term.	30% of total tuition paid
After the 2nd class and before the 4th class of a registered course for the academic term.	50% of total tuition paid
After the 4th class of a registered course for the academic term.	100% of total tuition paid (No refund)



Komal Rani  
VPO Bhagal  
Kaithal  
Haryana, 136034, India

July 4, 2018

**RE: Letter of Offer**

Dear Komal,

We have received your application for admission and we would like to extend you an offer to enrol in the Bachelor of Hospitality Management (BHM) program at Acsenda School of Management.

**Student Category:** Provisional

**Student Number:** 18001497

**Program Start Date:** Term 4 (Fall) - October 1st, 2018

**Program Length:** The BHM program is a 123-credit, 4-year degree program

**DLI:** O19278931852

Acsenda School of Management policies and procedures, including the academic calendar, are on our website [www.acsenda.com](http://www.acsenda.com)

This letter of offer is valid for enrolment starting on October 1st, 2018 . The offer of admission is valid until October 9th, 2018 . To continue with the admissions process and to receive a Letter of Acceptance we ask that you fulfil the following conditions:

- Pre-payment of the tuition deposit ( \$5,000.00 CAD) due by July 20th, 2018 . This pre-payment is non-refundable unless your application for a study permit is denied. Please see the attached *Deposit Quote* for further details, including the refund policy.
- Sign the applicant declaration on page 2 of this letter. Please see attached *Terms and Conditions* for further details.

In addition, you will need to complete the conditions outlined below before being permitted to register for classes.

- Official transcripts from all previous schools attended to be sent to the Office of the Registrar.

I hope you will take full advantage of all that Acsenda School of Management has to offer and that your decision to pursue further education leads to a future of success.

Sincerely yours,



Neil Mort<sub>MA,MBA</sub>  
Vice President, Enrolment & Student Services/Registrar

---

### **Applicant Declaration**

I accept this offer of admission to Acsenda School of Management. I understand and agree to the terms and conditions as outlined in this letter and the attached appendix.

I understand that I am able to access the Academic Calendar, available at <https://www.acsenda.com/admissions-for-international-business-programs/academic-calendar/>, at any point should I seek the full clarification of the admissions policies and/or academic policies regarding Acsenda School of Management.

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

## TERMS & CONDITIONS

Komal Rani - 18001497

---

**English Proficiency:** Your current English proficiency level allows you to be admitted to the Bachelor of Hospitality Management Degree with the requirement to successfully complete the following English for Academic Purposes bridging course(s):

- EAPP100 - This is a full-time, 3-credit course.

**Official Transcripts:** You will be required to provide your official transcript(s) from your previous studies to the Office of the Registrar at Acsenda by October 1st, 2018 to complete my admission process. If the transcript(s) is in a language other than English then you will be required to provide the official copy in the native language and a certified translated copy.

Official transcripts are defined as being directly received from institution-to-institution without interference. The university/school is to send an official copy of the transcript(s) directly to the Office of the Registrar at Acsenda. Alternatively, the transcript(s) can be collected in person from the university/school in a sealed envelope. This envelope can then be personally delivered to the Registrar's office provided if the seal remains unbroken.

It is your responsibility to ensure that all necessary documents have been received by the Registrar's office prior to being permitted to register for your studies. Transfer credits will not be awarded until the official transcript and requested course outlines have been received.

**Medical Coverage:** You will be required to enroll in the British Columbia Medical Services Plan (MSP) while attending Acsenda School of Management. You will be automatically enrolled into a temporary medical insurance plan through Acsenda until you are eligible for the MSP. The cost of this insurance plan will be added to my invoice.

---



Neil Mort  
MA, MBA  
Vice President, Enrolment & Student Services/Registrar

Date: July 4, 2018

