



1807 Robison Ave. Suite 201
 San Diego, CA 92103
 Fax: 1-619-291-3322
 Phone: 619-291-3304

APPLICATION FORM

Family Name _____ Given Name _____ Gender: Male Female

U.S. Address _____

City _____ State/Province _____ Postal/Zip Code _____

Telephone: _____ Email: _____

Date of birth: _____ Country of birth: _____ Country of citizenship: _____
(month/day/year)

Emergency contact Name: _____ Relationship: _____

Phone: _____ Email: _____

When do you wish to begin your studies (see Program Start Date)? _____ (month/day/year)

What is your approximate level of English? Beginner Intermediate Advanced

Tuition	Price*	Fees	Total
Intensive English Course (4 Classes)	\$420.00 (4 weeks) x _____	+ \$75.00 Application	
Intensive English - Part-Time (1-3 Classes)	\$142.50 (each class) x _____	none	
Additional Classes <small>(for Full-time TESOL and Intensive English students)</small>		+ \$105.00 (per class) X _____	
TOEFL/TOEIC Preparation (4 classes)	\$460.00 (4 weeks) x _____	+ \$75.00 Application	
Intensive English +TOEFL/TOEIC Combination class (1-3 classes)	\$420.00(4 weeks)+\$10 for each TOEFL/TOEIC Class	+ \$75.00 Application	
Volunteer Project		+ \$350.00 Placement	
Long TESOL Certification Course	\$2200.00	none	
Short TESOL Certification Course	\$1095.00	none	

**The price for the program does not include textbooks. Textbooks are available for purchase at the school.*

If you are transferring from another English language school, fill out the information for that school:

Name of School _____ School Telephone _____

Which accommodation are you interested in? Homestay Residential Hotel Shared Apartment / Private Studio None

How did you hear about IES Hillcrest?

Internet Ad (location) _____ Friend _____ Other _____

Application Agreement

I accept the terms and agree to their conditions as written in this application.

Applicant Signature: _____ Date: _____ (month/day/year)

Signature of Guardian (if applicant is under 18 years of age): _____ Date: _____

APPLICATION INSTRUCTIONS

Please send the following to IES Hillcrest:

- (1) completed application form
- (2) copy of your passport
- (3) application fee and tuition
- (4) volunteer placement fee - if applying for the volunteer program
- (5) copy of current I-20, I-94, and visa - international students only
- (6) transfer form - international students only

Method of Payment: Applicants may pay by credit card (see below), money order, US check, or wire transfer. A \$25.00 fee will be charged for each bounced check (insufficient funds to cover the written check).

GENERAL TERMS AND CONDITIONS

Program Start Date:

Intensive English Program: Courses begin each Monday. Students must be 16 years old and older.

TESOL Program: See website for course schedule (www.sandiegoesl.com).

Refund Policy: The application fees, first month tuition, and volunteer project placement fees are non-refundable. After 60% of the program has been completed, no refund will be issued except in cases of emergency as determined by the director. Refunds are based on the regular program rate. Any agent fee, if applicable, will be deducted from the refund. There is no refund for month-to-month enrollment (paying each month).

Liability: IES Hillcrest and its staff and representatives will not be liable for loss, damage, or injury to persons or property, howsoever caused, except where liability is expressly imposed beyond exclusion by statute. IES Hillcrest will not be liable in the event that services contracted become impossible to supply by reason of any cause outside of the control of the school.

Insurance: International students must have medical insurance for the duration of their stay in the US. By signing this application, the student authorizes any hospital or doctor to initiate treatment and release medical information or diagnostic for insurance purposes in case of an emergency. International Educational Services and its representatives are released from any liability for such measures taken on behalf of the student.

Attendance Policy: Regular attendance is expected. International students who are excessively absent (20% or more of the course) may be subject to suspension or failure.

IES Hillcrest is registered within the State of California. Registration means we have met minimum standards imposed by the state for registered schools on the basis of our written application to the state. Registration does not mean that we have met the more extensive standards required by the state for schools that are approved to operate or licensed or that the state has verified the information we submitted with our registration form. IES Hillcrest does not participate in the Student Tuition Recovery Fund. Vocational Education, 400 R Street, Suite 5000, Sacramento, CA 95814, (916) 445-3427. Students may also contact their local US Consulate to resolve disputes or concerns regarding student visa issues.

-----For credit card payments only-----

MasterCard Visa Credit Card #: _____ Expiration date: ____/____/____

Name of cardholder, exactly as it appears on the card: _____

Signature of card holder: _____ I authorize IES Hillcrest to charge \$ _____