



# Pacific Academy

10238 168<sup>th</sup> Street,  
Surrey, B.C. V4N 1Z4  
Phone: 604-581-5353 Fax: 604-581-0087  
Email: [jdirks@papcs.com](mailto:jdirks@papcs.com)  
Website: [www.pacificacademy.net](http://www.pacificacademy.net)

## POLICIES RELATING TO INTERNATIONAL PROGRAM PAYMENTS

**Current International Program fees are listed under “International Fees” on the International Program Website. These are our payment policies:**

1. All fees must be paid by June 1 for the following school year. Students will not be admitted to homestays or classes unless payments are up to date.
2. Should a student be suspended, expelled or asked to withdraw, there will be no refund of fees.
3. Should a student voluntarily withdraw from the school for any reason after the first day of Summer School, fees will not be refunded except at our sole discretion.
4. Payments may be made by wire transfer, cash or personal cheque. All amounts should be paid to Pacific Academy directly. Arrangements for payments must be made with the Coordinator of International and Continuing Education. A charge of \$50.00 will be imposed for the handling of any dishonoured cheque.
5. Each student’s family has full and complete responsibility for all fees. Fees paid through third parties such as agents are still owing until we actually receive the money. Pacific Academy accepts no responsibility for the actions of agents or for any money paid to agents.
6. Students who become landed immigrants during the school year may become eligible for government grant money. Pacific Academy will refund government grant money to such students at the applicable per diem rate for each eligible day of attendance prior to May 15 of the current school year, minus an administration fee of \$150.00. We will pay this refund only after we receive i) the grant money, ii) official evidence of your residency status, and iii) a completed **Legal Residency of Parent** form from you. This form may be obtained from the Coordinator of International and Continuing Education.

**I/We understand and agree to these payment policies. I/We agree to make all payments on time, and understand that failure to do so will result in our child(ren) being dismissed from the program.**

\_\_\_\_\_  
Father’s Name (print)

\_\_\_\_\_  
Mother’s Name (print)

\_\_\_\_\_  
Father’s Signature

\_\_\_\_\_  
Mother’s Signature

Date: \_\_\_\_\_

Date: \_\_\_\_\_