



ENROLLMENT AGREEMENT

760-5 Ogori, Ogori City , Fukuoka, Japan 838-0141
1-17-6 Ohashi, Minamu-ku Fukuoka, Japan, 815-0033

Tel: +81 942-41-2611 Fax: +81 942-41-2630 Web: www.nilsjapan.com E-Mail: admissions@nilsjapan.com

[Section 1] Student Information

First Name: _____ Middle Initial: _____ Last Name: _____

Street Address (Permanent Address): _____

City: _____ State: _____ Country: _____ Zip: _____

Home Phone: _____ Mobile Phone: _____

E-mail(MUST): _____ Gender: Male Female

Date of Birth (mm/dd/yyyy): _____ Age: _____ Nationality: _____

Passport number : _____ Date of issue: _____ Expiration date: _____

[Section 2: Program] Please check the program

■ Short term program

Regular course [_____ week / Requested starting date : _____ (mm/dd/yyyy)]

Special course [September October November December January February March]

Accommodations request

Private apartment Share house Home-stay Arrange by me

■ Full-time program

1) Study duration :

April starting	<input type="checkbox"/> 24 months (2years)	<input type="checkbox"/> go on to university / College <input type="checkbox"/> return to your country <input type="checkbox"/> seek job position <input type="checkbox"/> Other
	<input type="checkbox"/> 18 months (1year and 6 months)	
	<input type="checkbox"/> 12 months (1 year)	-----
July starting	<input type="checkbox"/> 21 months (1year and 9 months)	<input type="checkbox"/> go on to university / College <input type="checkbox"/> return to your country <input type="checkbox"/> seek job position <input type="checkbox"/> Other
October starting	<input type="checkbox"/> 18 months (1year and 6 months)	<input type="checkbox"/> go on to university / College <input type="checkbox"/> return to your country <input type="checkbox"/> seek job position <input type="checkbox"/> Other
	<input type="checkbox"/> 12 months (1 year)	
January starting	<input type="checkbox"/> 15 months (1year and 3 months)	-----

Have you learned Japanese language before? No yes (_____ months)

Have you had JLPT certificate? No Yes (Level : _____)



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[Section 2 : Conditions]

- ✓ Rules & regulations statement: The school and student enter into agreement under which the student will pay tuition and fees as well as adhere to the school's rules and regulations.
- ✓ Placement assistance service: Although placement assistance service is provided, the school cannot guarantee a job to any student or graduate.
- ✓ Students agrees to attend all classes regularly as scheduled, to prepare for all lessons, and to perform all duties as required. Upon successful completion of the program and provided that all payments have been made, NILS Japanese Language school agrees to issue a Certificate of Completion.
- ✓ Transcripts may be withheld until all outstanding fees are received by the school.
- ✓ NILS Japanese Language school will be closed on Japan national holidays. No make-up classes are offered for those holidays.
- ✓ Students agrees that videos, written testimonials, photographs, Google reviews. may be used for NILS promotional purposes on printed brochures, any social media network or the official school website. However, if a student does not wish to participate, NILS Japanese Language School will respect his/her request. It is the student's responsibility to absent him/herself from photographs/videos/testimonials/Google reviews.
- ✓ Students must pay the full cost of any damage they caused to school property.
- ✓ NILS Japanese Language School will make refunds only to the person or agency that paid the school.

By my signature, I agree to the conditions of this agreement. I also verify that I have received and read a copy of the agreement.

Student signature _____

Date: _____

School Official Signature: _____

Date: _____

Parent Signature if student is under age 18 _____

Date: _____

Refund policy

[Full-time programs]

Students wishing to withdraw from a program must notify the School in writing. The date of withdrawal for refund purposes is the date of receipt of the refund form. Refunds will be made within sixty (60) days of a request, which should be made in writing. The amount will be refunded by bank wire transfer to the account designated by the student. The student's failure to notify the principal in writing of his/her withdrawal may delay the refund process. The school does not owe any bank charges.

	Program fee	Accommodations
The cancellation by the student a) before your Certificate of Eligibility approval, or b) your Certificate of Eligibility denial	The student will be refunded the entire amount paid except the processing fee and admissions fee.	The student will be refunded the entire of amount paid.
The cancellation by the student after receiving a Certificate of Eligibility, but before traveling to Japan	The student will be refunded 6 months program fee. Processing fee and Admission fee are non - refundable	The student will be refunded the entire of amount paid.
Withdrawal after starting the program or after entering to Japan	No refund will be made.	No refund will be made.

[Short term program]

- 1) Cancellation by a student before entering to Japan, the student will be refunded entire amount paid.
- 2) Withdrawal after starting the program; No refund will be made.