



# 2024 Tuition Rates and Fees

[www.ihcareercollege.com](http://www.ihcareercollege.com)



**Career College  
International House**  
Vancouver

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# IH Career College - Price List 2024

Co-op Programs	Study Period (Months)	Study Break (Months)	Co-op Period (Months)	Program Tuition	Extra Fees*
Business & Client Relations Fundamentals	3	3	3	\$7,500	\$1,380
Business Essentials Plus and Marketing	3	3	3	\$7,600	\$1,380
Business & Client Relations	4	4	4	\$8,900	\$1,540
Business & Client Relations Plus	5	5	5	\$10,180	\$1,700
Business & Client Relations Plus and Marketing	6	5	6	\$11,900	\$2,160
Hospitality & Hotel Management	6	0	0	\$12,500	\$2,380
Hospitality & Hotel Management Co-op	6	5	6.5	\$12,900	\$3,240

Teachers Training Programs	Duration (Weeks)	Tuition	Extra Fees*
CELTA In-Person	4	\$2,395	\$870
CELTA Mixed	5	\$2,395	\$870
CELTA Online (Part-time)	10-14	\$2,295	\$960
DELTA (Full-time)	12	\$4,550	\$1,670
The IHC in TESL	4	\$2,295	\$490
ID TESOL	10	\$4,000	\$800
J-SHINE®	6	\$1,750	\$860

Extra Fees*	Registration Fee*	Administrative Fee*	Textbooks Fee	Materials Fee*	Student Services Fee*	Cambridge Exam Fee	Co-op Fee
Business & Client Relations Fundamentals	\$200	\$50	-	\$210	\$420	-	\$500
Business Essentials Plus and Marketing	\$200	\$50	-	\$210	\$420	-	\$500
Business & Client Relations	\$200	\$50	-	\$230	\$560	-	\$500
Business & Client Relations Plus	\$200	\$50	-	\$250	\$700	-	\$500
Business & Client Relations Plus and Marketing	\$200	\$50	-	\$270	\$840	-	\$800
Hospitality & Hotel Management	\$200	\$50	\$1,080	\$270	\$840	-	-
Hospitality & Hotel Management Co-op	\$200	\$50	\$1,080	\$270	\$840	-	\$800
CELTA In-Person	\$200	\$50	-	\$50	\$210	\$360	-
CELTA Mixed	\$200	\$50	-	\$50	\$210	\$360	-
CELTA Online Full-time/ Part-time)	\$200	\$50	-	\$50	\$210	\$450	-
DELTA (Full-time/ Part-time)	\$200	\$50	-	-	\$420	\$1,000	-
The IHC in TESL	\$200	\$50	-	\$100	\$140	-	-
ID TESOL	\$200	\$50	-	\$200	\$350	-	-
J-SHINE®	\$200	\$50	-	\$200	\$210	-	\$200**

\*Non-refundable  
 \*\*Practicum Placement fee  
 Note: No registration fee if transferring from ESL

Services	Fees	Services	Fees
Medical Insurance*	\$4/day	Courier Fee*	\$150
Custodianship Letter Fee*	\$200	Credit Card Supplement*	3.25%
Cambridge Exam Fee*	\$400	Program Change Fee*	\$100
Airport Transfer One Way**	\$170	Letter of Acceptance Fee***	\$75
Airport Transfer Both Ways**	\$300		

\*Optional Fees  
 \*\*Surcharge will be applied for departures and arrivals between 7 pm and 7 am local time  
 \*\*\*This fee will be applied after a 3rd Letter of Acceptance is issued

Accommodation	Low Season (October to April)			High Season (May to September)		
Homestay Placement/Replacement Fee (Non-Refundable)	\$260					
Homestay Fee	1 Week	4 Weeks	1 Night	1 Week	4 Weeks	1 Night
Single Room Full-board (3 Meals for 7 days a week)	\$350	\$1,400	\$65	\$370	\$1,480	\$70
Shared Room Full-board (3 Meals for 7 days a week)	\$330	\$1,320	\$65	\$350	\$1,400	\$70
Single Room Half-board (2 Meals: Breakfast and Dinner for 7 days a week)	\$310	\$1,240	\$65	\$330	\$1,320	\$70
Shared Room Half-board (2 Meals: Breakfast and Dinner for 7 days a week)	\$290	\$1,160	\$65	\$310	\$1,240	\$70
Single Minor Room Full-board (3 Meals for 7 days a week)	\$370	\$1,480	\$65	\$390	\$1,560	\$70
Shared Minor Room Full-board (3 Meals for 7 days a week)	\$350	\$1,400	\$65	\$370	\$1,480	\$70
Co-living (For student 19 years and older)	Monthly					
Residence: Private Room	\$1,900			-		
Private Bathroom Supplement	\$200			-		

Note:  
 - Must be with a family member, friend or partner who is also studying at IH.  
 - Homestay must be booked for a minimum of two weeks.  
 - Homestay must be booked a minimum of four weeks in advance.  
 - Homestay can only be booked at a weekly rate (Saturday to Saturday / Sunday to Sunday). Additional days will be charged as a full week



## Start Dates 2024

<b>Co-op Programs</b>	Jan 8, Feb 5, Mar 4, Apr 1, Apr 29, May 27, Jul 8, Aug 6, Sep 3, Oct 1, Oct 28, Nov 25
<b>Cambridge CELTA In-Person</b>	Jan15, Jun 3, Jul 2
<b>Cambridge CELTA Mixed</b>	Mar 4, Sep 9
<b>Cambridge CELTA (online) Full-time/ Part-time</b>	Jan 15, Feb 26, May 13, Sep 16, Oct 7
<b>Cambridge DELTA</b>	Sep 9
<b>IHC in TESL</b>	Feb 5, Apr 29, Jul 29, Oct 7
<b>ID- TESOL</b>	Jan 22, Apr 15, Jul 15, Sep 23
<b>J-SHINE®</b>	Jan 8, Feb 5, Mar 4, Apr 1, Apr 29, May 27, Jul 2, Jul 29, Aug 26, Oct 7, Nov 4

## Holidays 2024

<b>January 1</b>	New Year's Day
<b>January 19</b>	Professional Development Day
<b>February 19</b>	Family Day
<b>March 29</b>	Good Friday
<b>May 20</b>	Victoria Day
<b>June 21</b>	Professional Development Day
<b>July 1</b>	Canada Day
<b>August 5</b>	BC Day
<b>September 2</b>	Labour Day
<b>September 30</b>	National Day for Truth and Reconciliation
<b>October 14</b>	Thanksgiving Day
<b>November 11</b>	Remembrance Day
<b>December 25</b>	Christmas Day

## Program Notes

- All fees shown in Canadian dollars. Please contact us for US dollar rates.
- Placements cannot be guaranteed for students whose payment is past due.
- School policies on dismissal and dispute resolution are posted in the school. The refund policy for dismissal follows the cancellation policy guidelines.
- IH Career College reserves the right to change fees without prior notice.
- Minimum age for adult programs is 17
- Maximum number of students in class is 16 (for assessment purposes there might be more than 16 students in class for a very short period of time)

## Admission Process

### The admission process includes the following steps:

- A student or their representative sends completed registration form to IH Career College.
- IHCC checks availability of the course and if admission criteria are fulfilled and responds if any clarification of enrollment detail is required
- If there is a minimum level required for the course, IHCC will ask for credentials to prove the student's level of English. If no sufficient credentials are available, IHCC may ask the student to complete the online IH test. If the test does not come up with a clear result or there are any doubts about the level, IHCC may conduct further online assessment via a Microsoft Teams.
- If the student can be accepted into the program, IHCC sends the invoice(s) and a confirmation email to the student or/and their representative together with the student contract and a link to the IHCC policies. The student will be required to sign the contract and to return it to IHCC before the start of the course.
- Payment needs to be made: Non-refundable registration placement fees are due at the time of registration with the balance due at least 21 days prior to the start of your course.

### Acceptable forms of payment include:

Flywire, Bank Transfer, Bank Draft, Canadian Cheque, Visa, Master Card, AMEX, JCB, Interac, Cash or Union Pay. (\$3.25% surcharge for credit card payments, \$5000 limit for credit card payments)

### All bank charges must be paid by the payer.

·IHCC will send out the Letter of Acceptance and arranges extra services as required (accommodation, airport transfer, medical insurance) and sends out the details at least 21 days before the course starts but only after agreed payment has been received.

### Bank information

· Please inquire : Tel: 1-604-739-9836 or Email: [financeihcc@ihvancouver.com](mailto:financeihcc@ihvancouver.com)

## Refund & Cancellation Policies

### TUITION REFUND & CANCELLATION POLICY

CIRCUMSTANCES WHEN REFUND PAYABLE	AMOUNT OF REFUND
<b>Before program start date, IHCC receives a notice of withdrawal (applies to all students)</b>	
<ul style="list-style-type: none"> <li>No later than seven days after student signed the enrolment contract, and</li> <li>Before the program start date.</li> </ul>	100% tuition and all related fees, other than registration fee. Related fees include administrative fees and fees charged for textbooks or other course materials.
<ul style="list-style-type: none"> <li>At least 30 days before the later of:                             <ol style="list-style-type: none"> <li>The program start date in the most recent Letter of Acceptance (international students)</li> <li>The program start date in the enrolment contract.</li> </ol> </li> </ul>	IHCC may retain up to 10% of tuition, to a maximum of \$1,000. IHCC must refund fees paid for course material.
<ul style="list-style-type: none"> <li>More than seven days after the student and IHCC signed the enrolment contract, and</li> <li>Less than 30 days before the later of:                             <ol style="list-style-type: none"> <li>The program start date in the most recent Letter of Acceptance (international students)</li> <li>The program start date in the enrolment contract.</li> </ol> </li> </ul>	IHCC may retain up to 20% of tuition, to a maximum of \$1,300. IHCC must refund fees paid for course materials if not provided to the student.
<b>After program start date, IHCC 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)</b>	
<ul style="list-style-type: none"> <li>After the program start date, and up to and including 10% of instruction hours have been provided.</li> </ul>	IHCC may retain up to 30% of tuition. IHCC must refund fees paid for course materials if not provided to the student.
<ul style="list-style-type: none"> <li>After the program start date, and after more than 10%, but before 30% of instruction hours, have been provided.</li> </ul>	IHCC may retain up to 50% of tuition. IHCC must refund fees paid for course materials if not provided to the student.
<b>Student does not attend program – “no-show” (applies to all students except those enrolled in a program delivered solely by distance education):</b>	
<ul style="list-style-type: none"> <li>Student does not attend the first 30% of the program.</li> </ul>	IHCC may retain up to 50% of the tuition. IHCC must refund fees paid for course materials if materials not provided to the students
<b>IHCC receives a refusal of study permit (applies to international students requiring a study permit):</b>	
<ul style="list-style-type: none"> <li>Before 30% of instruction hours would have been provided, had the student started the program on the later of the following:                             <ol style="list-style-type: none"> <li>The program start date in the most recent Letter of Acceptance</li> <li>The program start date in the enrolment contract</li> </ol> </li> <li>Student has not requested additional Letter(s) of Acceptance.</li> </ul>	100% tuition and all related fees, other than registration fee.
<b>After the program start date, student withdraws or is dismissed, (applies to students enrolled in a program delivered solely by distance education):</b>	
<ul style="list-style-type: none"> <li>Student completed up to 30% of the program.</li> </ul>	IHCC may retain up to 30% of tuition. IHCC must refund fees paid for course materials if materials not provided to the students
<ul style="list-style-type: none"> <li>Student completed more than 30% but less than 50% of the program (based on evaluation provided to student).</li> </ul>	IHCC may retain up to 50% of tuition. IHCC must refund fees paid for course materials if materials not provided to the students
<b>Student enrolled in a program without having met the admission requirements for the program</b>	
<ul style="list-style-type: none"> <li>If the student did not misrepresent the student's knowledge or skills when applying for admission and the registrar orders the IHCC to refund tuition and fees.</li> </ul>	100% tuition and all related fees, including registration fees
<b>IHCC does not provide a work experience</b>	
<ul style="list-style-type: none"> <li>IHCC fails to provide the work experience within 30 days of the contract end date, unless the registrar determines the IHCC was prevented from doing so by circumstances beyond its control.</li> </ul>	100% tuition and all related fees, other than registration fees

IHCC 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).

If an international student delivers a copy of a refusal of a study permit to the institution, this policy apply as if the copy of the refusal were a notice of withdrawal, unless the international student requests an additional letter of acceptance

**Note: Programs of study may not be downgraded once they have commenced. Program upgrades are based on availability and may or may not be possible.**

### HOUSING CANCELLATION POLICY

#### (a) Housing Cancellation Policy before arrival

- Accommodation placement fee is non-refundable
  - If a student cancels 3 weeks or more before the arrival date, no cancellation fee will be charged
  - If a student cancels less than 3 weeks before the arrival date, 1 week of housing will be charged
  - If a student cancels less than 1 week before the arrival date or is a no-show, 2 weeks of housing will be charged

#### (b) Housing Cancellation Policy after arrival

- Students registered for one month or less of housing must give the Housing Coordinator TWO weeks notice.
- Students registered for more than one month of housing, must give the Housing Coordinator ONE month notice.
- If there is a **serious problem** with the host family that requires an immediate move, the Housing Coordinator will assist in finding a new family at no extra cost.
- If a student chooses to change accommodation for his/her own reasons, there will be a charge for the new placement and IH Career College does not guarantee availability.

\***Serious problems** include: Physical danger to the student by someone or something in the homestay family or home Sexual or physical abuse by someone in the homestay family or another student Undocumented over-use of drugs or alcohol by the homestay family or another student.

**Note: \*The Placement fee is non-refundable. \*There is no refund available for missed meals in Homestay.**

