



2019 Application

ENGLISH EDITION

Internal Use Only

Thank you for choosing ELS for your English language education. We look forward to helping you achieve your goals.

How to complete this application

Application Form

Please fill out all fields in the application in ENGLISH. Please type or print in BLOCK CAPITAL LETTERS and in INK.

Application Fee and Tuition

In order for your application to be processed, you must include a non-refundable application fee AND a tuition prepayment with your application form (see 2019 Prices and Dates).

Financial Certification

Each application requires financial certification, IN ENGLISH, if requesting a Form I-20. This means you must provide proof that you will have enough funds to meet your living and tuition expenses, as well as living expenses for any family members who might travel with you on student-dependent (F-2) visas. Any ONE of the following is acceptable:

- a) A current personal bank statement or an original letter from your bank, OR
- b) Both a *letter/affidavit* of support from your parents or other source of financial support stating that they will be responsible for your expenses during your stay at ELS, AND a bank statement verifying their financial ability to meet your expenses, OR
- c) A letter guaranteeing financial support from your employer, OR
- d) An original scholarship letter from your government or other organization.

What to send to ELS

- Completed and signed application form
- Copy of biographical page of passport
- Application fee
- Tuition prepayment
- Financial certification documentation (affidavit of support), in English, if requesting a Form I-20
- Housing Reservation Prepayment (if requested)
- Airport pickup fee (if requested)
- Express mail fee (if requested)

Send all correspondence and the completed application to:

BY MAIL:

ELS Language Centers Central Admissions
7 Roszel Road, Princeton, NJ 08540 U.S.A.

BY EMAIL: Admissions@ELS.edu

1 Tell us about you!

How did you learn about ELS?

- Counseling Agent
- Current ELS Student
- ELS.edu
- Family
- Friend
- Former ELS Student
- Facebook/Twitter
- Brochure
- Other _____

Name

Family Name (as shown on passport) First Name Middle Name

Gender Male Female

Address in Home Country

Street Address

City State/Province

Postal Code Country

Telephone (country and city code) Email

Personal Details

Date of Birth (mm/dd/yyyy) Country of Birth Country of Citizenship

Mailing Address (if different than home address)

Street Address

City, State/Province Country Postal Code

Do you have any allergies? Yes No If yes, explain: _____

Do you have any medical needs? Yes No If yes, explain: _____

Do you have any special dietary restrictions? Yes No If yes, explain: _____

2 Program Information Pick your program.

PROGRAMS

- Intensive English (30 lessons/week)
- Semi-Intensive English (20 lessons/week)
- Business English (30 lessons/week)*
- American Explorer (15 lessons/week)**†

* The Business English program is offered in combination with the Intensive English program at ELS/Chicago only. Students must be in ELS Level 106 or above to register for this program.

**† A Form I-20 is NOT available for the American Explorer program.

How many weeks would you like to study at ELS?

- 4 weeks 8 weeks 12 weeks 16 weeks 20 weeks 24 weeks Other _____

*If you have requested an I-20, you will need to provide financial documentation to cover your tuition, fees, and living expenses for the number of weeks selected.

3 Centers and Start Dates Pick your location and start date.

Schedule A

Programs: Intensive English, Semi-Intensive English, and American Explorer

CHOOSE ONE START DATE

- | | |
|----------------------------------|------------------------------------|
| <input type="radio"/> January 7 | <input type="radio"/> July 22 |
| <input type="radio"/> February 4 | <input type="radio"/> August 19 |
| <input type="radio"/> March 4 | <input type="radio"/> September 16 |
| <input type="radio"/> April 1 | <input type="radio"/> October 14 |
| <input type="radio"/> April 29 | <input type="radio"/> November 11 |
| <input type="radio"/> May 27 | <input type="radio"/> December 9 |
| <input type="radio"/> June 24 | |

CHOOSE ONE LOCATION

- | | |
|--|--|
| <input type="radio"/> Bowling Green, OH | <input type="radio"/> Orlando, FL |
| <input type="radio"/> Cincinnati, OH | <input type="radio"/> Philadelphia, PA |
| <input type="radio"/> Cleveland, OH | <input type="radio"/> Richmond, KY |
| <input type="radio"/> DeKalb, IL | <input type="radio"/> St. Louis, MO |
| <input type="radio"/> Fort Wayne, IN | <input type="radio"/> St. Paul, MN |
| <input type="radio"/> Grand Rapids, MI | <input type="radio"/> St. Petersburg, FL |
| <input type="radio"/> Houston, TX | <input type="radio"/> Santa Monica, CA |
| <input type="radio"/> Melbourne, FL | <input type="radio"/> Santa Rosa, CA |
| <input type="radio"/> Nashville, TN | <input type="radio"/> Seattle, WA |
| <input type="radio"/> New York – Manhattan, NY | <input type="radio"/> Silicon Valley, CA |
| <input type="radio"/> New York – Riverdale, NY | <input type="radio"/> Thousand Oaks, CA |

Schedule B

Programs: Intensive English, Semi-Intensive English, American Explorer, and Business English

CHOOSE ONE START DATE

- | | |
|-----------------------------------|------------------------------------|
| <input type="radio"/> January 14 | <input type="radio"/> July 29 |
| <input type="radio"/> February 11 | <input type="radio"/> August 26 |
| <input type="radio"/> March 11 | <input type="radio"/> September 23 |
| <input type="radio"/> April 8 | <input type="radio"/> October 21 |
| <input type="radio"/> May 6 | <input type="radio"/> November 18 |
| <input type="radio"/> June 3 | <input type="radio"/> December 16 |
| <input type="radio"/> July 1 | |

CHOOSE ONE LOCATION

- | | |
|--|--|
| <input type="radio"/> Boston, MA | <input type="radio"/> New York – Hofstra, NY |
| <input type="radio"/> Charlotte, NC | <input type="radio"/> Oklahoma City, OK |
| <input type="radio"/> Chicago, IL* | <input type="radio"/> Philadelphia –
West Chester, PA |
| <input type="radio"/> Grand Forks, ND | <input type="radio"/> Portland, OR |
| <input type="radio"/> Honolulu, HI | <input type="radio"/> Ruston, LA |
| <input type="radio"/> Indianapolis, IN | <input type="radio"/> San Diego, CA |
| <input type="radio"/> Johnson City, TN | <input type="radio"/> San Francisco, CA |
| <input type="radio"/> La Verne, CA | <input type="radio"/> Tampa, FL |
| <input type="radio"/> Miami, FL | <input type="radio"/> Teaneck, NJ |
| <input type="radio"/> Milwaukee, WI | |
| <input type="radio"/> Myrtle Beach, SC | |

All centers in the U.S.A. offer Intensive English and Semi-intensive English. American Explorer is offered at all centers except for Boston, New York Manhattan, Orlando, Santa Monica, San Diego, and Tampa. Tampa offers Intensive English ONLY. *Business English is offered at Chicago only. Programs are subject to change.

4a Centers and Accommodations Pick your housing.

SCHEDULE A

For how many weeks would you like to reserve your housing? (Must not exceed number of weeks of booked study.)

4 weeks 8 weeks 12 weeks 16 weeks 20 weeks 24 weeks Other _____

Four weeks of housing fees required to confirm reservation.

I DO NOT NEED ELS HOUSING

SCHEDULE A CHOOSE ONE LOCATION	CHOOSE ONE HOUSING OPTION		
	On-Campus Student Residence (select room type)	Off-Campus Student Residence (select room type)	Homestay (select room type) If selected, please see Question 5.
Bowling Green	×	×	<input type="radio"/> Single
Cincinnati	<input type="radio"/> Single <input type="radio"/> Double	×	<input type="radio"/> Single
Cleveland	×	<input type="radio"/> Double Deluxe	<input type="radio"/> Single
DeKalb	<input type="radio"/> Double	×	<input type="radio"/> Single
Fort Wayne	<input type="radio"/> Single	×	<input type="radio"/> Single
Grand Rapids	<input type="radio"/> Single <input type="radio"/> Single Deluxe	×	<input type="radio"/> Single
Houston	×	<input type="radio"/> Double Deluxe	<input type="radio"/> Single
Melbourne	<input type="radio"/> Double	×	<input type="radio"/> Single
Nashville	×	<input type="radio"/> Single	<input type="radio"/> Single
New York – Manhattan	×	<input type="radio"/> New Yorker–Single	<input type="radio"/> Single, Inside Manhattan <input type="radio"/> Single, Outside Manhattan
New York – Riverdale	<input type="radio"/> Triple	×	<input type="radio"/> Single
Orlando	×	<input type="radio"/> Single <input type="radio"/> Double	<input type="radio"/> Single
Philadelphia	<input type="radio"/> Double	×	<input type="radio"/> Single
Richmond – Kentucky	<input type="radio"/> Double	×	<input type="radio"/> Single
St. Louis	<input type="radio"/> Single	×	<input type="radio"/> Single
St. Paul	<input type="radio"/> Double	×	<input type="radio"/> Single
St. Petersburg	<input type="radio"/> Double Deluxe	×	<input type="radio"/> Single
Santa Monica	×	<input type="radio"/> Single, Barrington Plaza <input type="radio"/> Double Deluxe, Barrington Plaza <input type="radio"/> Single, International House <input type="radio"/> Double Deluxe, International House	<input type="radio"/> Single
Santa Rosa	×	<input type="radio"/> Double	<input type="radio"/> Single
Seattle ^H	×	<input type="radio"/> Single, American Hotel <input type="radio"/> Double, American Hotel <input type="radio"/> Single, Hotel Nexus <input type="radio"/> Single Deluxe, Hotel Nexus	<input type="radio"/> Single
Silicon Valley	×	<input type="radio"/> Single, Hanford Residence <input type="radio"/> Single, Park Circle <input type="radio"/> Double, Park Circle	<input type="radio"/> Single
Thousand Oaks	<input type="radio"/> Double (males only) <input type="radio"/> Triple (males only) <input type="radio"/> Single (females only)	×	<input type="radio"/> Single

Housing and room type availability is subject to change.

×=Not applicable

H = Bookings are handled through ELS and payments are direct to the housing provider. Prices subject to change.

4b Centers and Accommodations Pick your housing.

SCHEDULE B

For how many weeks would you like to reserve your housing? (Must not exceed number of weeks of booked study.)

4 weeks
 8 weeks
 12 weeks
 16 weeks
 20 weeks
 24 weeks
 Other _____

Four weeks of housing fees required to confirm reservation.

I DO NOT NEED ELS HOUSING

SCHEDULE B CHOOSE ONE LOCATION	CHOOSE ONE HOUSING OPTION - Housing and room type availability is subject to change		
	On-Campus Student Residence (select room type)	Off-Campus Student Residence (select room type)	Homestay (select room type) If selected, please see Question 5.
Boston	×	×	<input type="radio"/> Single
Charlotte	×	×	<input type="radio"/> Single
Chicago	×	<input type="radio"/> Single <input type="radio"/> Single Deluxe	<input type="radio"/> Single
Grand Forks	<input type="radio"/> Double	×	<input type="radio"/> Single
Honolulu	×	<input type="radio"/> Single <input type="radio"/> Double <input type="radio"/> Single, YMCA (males only)	<input type="radio"/> Single
Indianapolis	×	×	<input type="radio"/> Single
Johnson City	<input type="radio"/> Double	×	<input type="radio"/> Single
La Verne	<input type="radio"/> Single	×	<input type="radio"/> Single
Miami	<input type="radio"/> Double	×	<input type="radio"/> Single
Milwaukee ^H	×	<input type="radio"/> Single	<input type="radio"/> Single
Myrtle Beach	<input type="radio"/> Single Deluxe	×	<input type="radio"/> Single
New York – Hofstra	<input type="radio"/> Double	×	<input type="radio"/> Single
Oklahoma City	<input type="radio"/> Single <input type="radio"/> Single Deluxe	×	<input type="radio"/> Single
Philadelphia – West Chester	<input type="radio"/> Single	×	<input type="radio"/> Single
Portland	<input type="radio"/> Single	×	<input type="radio"/> Single
Ruston	<input type="radio"/> Double	×	<input type="radio"/> Single
San Diego	×	<input type="radio"/> Single <input type="radio"/> Single Deluxe <input type="radio"/> Double Deluxe	<input type="radio"/> Single
San Francisco	×	<input type="radio"/> Single <input type="radio"/> Double <input type="radio"/> Double Deluxe (females only) <input type="radio"/> Triple	<input type="radio"/> Single
Tampa	×	×	<input type="radio"/> Single
Teaneck	<input type="radio"/> Double (summer) <input type="radio"/> Double (academic year)	×	<input type="radio"/> Single

Housing and room type availability is subject to change.

x=Not applicable

H = Bookings are handled through ELS and payments are direct to the housing provider. Prices subject to change.

5 Preferences for Homestay Accommodations Choose your housing options.

If you select HOMESTAY accommodations, please answer the following questions. If you are allergic to any animals, please note them in the allergies section on page 1. (Applicable for ALL programs)

- Will you accept children under age six in the home? Yes No
- Do you smoke? Yes No
- Will you accept a host that permits smoking? Yes No
- Do you drink alcoholic beverages? Yes No
- Will you accept a host that permits alcohol? Yes No
- Will you accept a host with a dog? Yes No
- Will you accept a host with a cat? Yes No
- Will you accept a host with other pets? Yes No

Please tell your host about yourself in the space below:

6 Visa Information Choose your options.

Do you need a Form I-20 with your welcome package?* Yes No

If YES, do you need: Initial I-20 or Transfer I-20

If a transfer is needed, please provide the name of the institution from where you are transferring:

Travel to U.S.A.

Please list any dependents (spouse or child) who will travel with you to the U.S.A. and require an F-2 visa. (If listing more than TWO, please include a separate page.)

Family Name	First Name	Middle Name	Gender	Date of Birth (mm/dd/yyyy)
Country of Birth	Country of Citizenship	Relationship to Student		

Family Name	First Name	Middle Name	Gender	Date of Birth (mm/dd/yyyy)
Country of Birth	Country of Citizenship	Relationship to Student		

Please provide a copy of your biographic page from your passport.

*Form I-20 is NOT available for the American Explorer program.

7 Additional Services Choose your options.

Receiving Your Welcome Package

How do you want ELS to send your Form I-20 and welcome package?

- Express Mail (non-refundable \$110 for international service; \$65 for U.S. service)
- Regular Airmail (10–15 business days for delivery)

Airport Pickup

Would you like ELS to arrange airport pickup service upon your arrival?

(See 2019 Prices and Dates for the fee for the center you selected.) Yes No

Insurance

All ELS students must have health insurance valid in the U.S.A. If you cannot provide proof of your own insurance in English, you must enroll in the ELS Student Health Plan. Would you like to purchase the ELS Student Health Plan? Yes (\$160 per four-week course) No

8 Academic Goals Choose your options.

Do you plan on attending a U.S. university or college after studying English at ELS? Yes No

If no, what is your goal for learning English with ELS?

If you answered yes, have you already been accepted to a U.S. institution? Yes No

If you answered yes, please write the name of the university or college where you have been accepted. Additionally, please provide a copy of the acceptance letter, if available, with your application.

Emergency Contact

Please provide contact information for a person ELS can reach in case of an emergency.

Family Name	First Name	Middle Name	Relationship
Street Address			
City, State/Province		Country	Postal Code
Telephone (country and city code)		Email	

Financial and Health Statement/Information Release

I understand that my expenses (excluding personal miscellaneous expenses) per session while studying at ELS Language Centers will be as indicated in the application and important information addendum. I agree to accept full responsibility for these expenses. I have also read and understand the ELS cancellation and refund policy. I agree to accept full responsibility for my actions while participating in the program and any related activities (including excursions and/or internships) and agree to assume all risk of harm arising from my participation, unless caused by ELS's negligence.

I hereby agree that ELS shall have the right, in its sole discretion, to terminate my attendance in any ELS program of study and to insist that I return to my country of origin within 24 hours of such termination by ELS. By his or her signature below, my parent or guardian agrees to ensure that any minor under the age of 18 enrolled hereunder shall be returned to his or her country of origin within 24 hours of notification from ELS that the student's attendance in an ELS program has been terminated.

In case of illness and/or injury, permission is granted to any appropriate medical center to examine or treat and make necessary referrals to outside physicians as indicated. Permission is also granted to release information regarding my health to other designated individuals. I authorize ELS Language Centers to release information regarding my studies to my guardian or sponsoring agency. I further authorize ELS Language Centers to release my ELS academic records to any colleges or universities to which I apply. I understand that I have the right to review my official ELS student record.

I hereby grant ELS Language Centers and its subsidiaries, associated companies, and licensees, permission to photograph, record, and videotape me while attending ELS Language Centers or activities conducted by ELS Language Centers. I understand that ELS Language Centers will own the still photographs and/or video footage in which I appear and have the unrestricted right to publish such photographs and use such video in any ELS Language Centers sales literature, on the ELS Language Centers website and in any other ELS Language Centers material, and shall have the right to license others to do the same. I further understand that this grant is intended to be worldwide in scope and to apply to all media now existing or hereafter developed.

I understand that ELS shall not release my information, except as described above, to anyone or any organization or entity, outside of its subsidiaries and associated companies and licensees, without my written consent.



Signature of Applicant

Date

Signature of Parent or Guardian if Applicant is under age of 18

Date

How to Send a Payment

All payments must be made in U.S. DOLLARS.

Do not send cash. ELS accepts payment by money order, check (drawn on a U.S. bank), travelers checks, and credit cards.



Payment Worksheet

Application Fee: \$ _____ (\$180)

Tuition Payment: \$ _____ See 2019 Prices and Dates document for tuition details.

Housing Reservation Prepayment* \$ _____ See 2019 Prices and Dates document for housing details.

Airport Pick-up Fee:* \$ _____ See 2019 Prices and Dates document for center details.

Express Mail Fee:* \$ _____ (\$110 international service; \$65 U.S. service)

Total Fees Due: \$ _____ †(Includes Application Fee)

*If requested

†Balance of fees must be paid before or upon arrival at center along with a \$100 non-refundable materials and technology fee for each four-week course for eligible programs.

Credit Card Authorization

VISA Mastercard AMEX Diners JCB

Credit Card Holder Name

Relationship to Student

Credit Card Number

Expiration Date

Validation Code
(Code located on back of VISA, MC, Diners, or JCB and on the front of AMEX)

Amount authorized to be charged: \$ _____
(includes application fee)



Signature _____

For complete explanation of refund policies, refer to the Important Information page, which you are encouraged to keep.

2019 Important Information

Acceptance

Once ELS receives your application materials and fees and you are accepted, ELS will send you an I-20 Form (certificate of eligibility), if requested, and a welcome package. The welcome package will give you more information about your next steps, including your arrival at ELS in the U.S.A. and how to apply for a student (F-1) visa.

Program Entry Requirements

Intensive English, Semi-Intensive English, and American Explorer are available to students of all levels.

Business English

An ELS Level 106 (high intermediate) minimum proficiency is required. Proof of proficiency may be submitted in the form of a score of 46 on the TOEFL iBT®, 453 on the TOEFL pBT®, 550 on the TOEIC or IELTS™ Band 4.0.

Arrival and Departure

At all locations, ELS asks you to arrive the Sunday before your classes are to begin and depart on Saturday after your classes end. On your first Monday at ELS, you will register for your program. After registration, you will take a placement test and evaluation interview so ELS can place you in the most appropriate level. You will then attend an orientation for newly arriving students.

Registration and Payment of Fees

On the first Monday of your program, you will need to arrive at your center to complete registration for your program.

Please bring the following items with you:

- Passport
- A copy of your I-20 Form
- Funds to pay all remaining fees at ELS
- Completed health form (if applicable)
- Proof of medical insurance (if not purchased through ELS)

All fees are to be paid in full for your entire course of study when you register. ELS works with many counseling agents around the world who can provide you with information and assistance. Select ELS agents are authorized to collect monies on behalf of ELS. If the agent who assists you has such an arrangement with ELS, any refund for which you may be eligible may be coordinated with this agent. For a list of agents, visit ELS.edu/CounselorConnect.

Instructional Hours

The Intensive English and Business English programs consist of the equivalent of 30 instructional lessons per week (six and a half lessons per day Monday through Thursday, and four lessons on Friday). The Semi-Intensive program consists of 20 instructional lessons per week (four lessons per day Monday through Friday). The American Explorer program consists of 15 instructional lessons per week (three lessons per day Monday through Friday). The first day of each four-week course may be devoted to placement and evaluation, registration, and other non-instructional activities. The last day of each four-week course may be devoted to graduation ceremonies and non-instructional activities.

Attendance

Because ELS would like you to get the maximum benefit from your program, you will be expected to attend classes full-time. If you have excessive absences from any combination of classes in any session, you will fail the level unless you make up the work missed and are able to demonstrate mastery of the material covered. More than 18 absences in a four-week course from lesson hours in the Intensive English program or 12 or more absences in the Semi-Intensive program could cause you to fail your level. Students are eligible to take a four-week break in study after 16 consecutive weeks of study. Advance written notice is required.

Center Hours

All centers are open from 8 a.m. to 5 p.m. Monday through Friday, except on national holidays as listed below. If a holiday falls on a registration Monday, the Center will be open for newly arriving students, even though no classes will be held on that day.

2019 Holidays

No classes will be held, and ELS Centers will be closed on the following U.S. holidays:

New Year's Day	January 1
Martin Luther King Jr. Day	January 21
Presidents' Day	February 18
Good Friday	April 19
Memorial Day	May 27
Independence Day	July 4
Labor Day	September 2
Thanksgiving	November 28 and 29
Christmas Day	December 25

ELS Language Centers Fees

Currency

All fees are listed in U.S. dollars.

Application Fee

A non-refundable \$180 application fee is required with your completed application in order to process your enrollment.

Tuition Fee

Tuition fees are as listed in the 2019 Prices and Dates document. You must pay the tuition for all booked weeks before starting your program at ELS.

Housing Key/Damage Deposit:

Refundable \$300 key/ damage deposit collected at check in for all ELS housing options, except homestays.

2019 Important Information

Enrollment Eligibility

To enroll at ELS, you must meet the following requirements:

- 1) Meet the age requirement for the center where you will be studying (see 2019 Prices and Dates)
- 2) Send the signed and completed application form
- 3) Pay the ELS application fee
- 4) Make the ELS tuition prepayment (see 2019 Prices and Dates)
- 5) Submit your financial certification in English, if requesting a Form I-20

Student Health Plan Fee

All ELS students must have medical insurance. The Student Health Plan is offered to ELS students at a non-refundable fee of \$160 per four-week course.

Housing Reservation Prepayment

Housing is optional. Four weeks of housing fees required to confirm reservation. Fees by center are listed on the 2019 Prices and Dates document.

Airport Pick-Up Fee

Airport pickup is optional. Fees by center are listed on the 2019 Prices and Dates document.

Materials and Technology Fee

Each Student pays a non-refundable materials and technology fee of \$100 at the beginning of each four-week course.

Cancellation and Refund Policy

Tuition and Fees

If ELS does not accept your application, ELS will refund you the application fee, as well as any tuition collected.

Tuition payment for your entire booked course is required prior to attendance and is subject to the cancellation and refund policies stated below.

Tuition and Fees Cancellation Policy*

If ELS accepts your application, but you cancel your booked course, the application fee will not be refunded. However, should you cancel your booked course, you may apply your application fee toward a new course for up to 12 months after your initially scheduled start-date.

If your visa application is rejected or you cancel your booked course prior to the start date and you have not entered the U.S.A. on a student visa sponsored by ELS, ELS will refund all tuition and fees (except the application fee and courier fee).

If you enter the U.S.A. on a student visa sponsored by ELS and cancel your booked course or do not report for class, ELS will retain the first four weeks of tuition as a non-refundable fee if you have a booked course of four or eight weeks. If you have a booked course of 12 weeks or more, ELS will retain the first six weeks of tuition as a non-refundable fee.

Tuition and Fees Refund Policy*

Standard Programs (Intensive English, Semi-Intensive English, American Explorer, Business English)

If you withdraw during the first four weeks of your booked course, ELS will retain the first four weeks of tuition and fees as a non-refundable fee. You will be eligible for a prorated tuition refund on any remaining weeks of your booked course. This refund will be calculated by week based on the weekly price for the actual length of study.

*California centers' cancellation and refund policy may vary. Please see ELS.edu/CaliforniaCatalog.

If you withdraw after the first four weeks of your booked course and have not completed at least 50% of your booked course, you will be eligible for a prorated tuition refund. This refund will be calculated from your last recorded day of attendance and will be calculated by week based on the weekly price for your actual length of study. ELS counts any part of the week that you studied as a full week of attendance for refund calculations.

If you withdraw after completing at least 50% of your booked course, you will not be eligible for a refund.

If you extend the length of your booked course and withdraw from the course before completing 50% of the extended portion of your booked course, you will be eligible for a prorated tuition refund of the booked extension. This refund will be calculated from your last recorded day of attendance and will be calculated by week based on the weekly price for the actual length of your extended study. ELS counts any part of the week that you studied as a full week of attendance for refund calculations.

If you extend the length of your booked course and you have completed 50% or more of the extended portion of the booked course, you will not be eligible for a refund.

Program Changes

There is a one-time \$150 program change fee if you change your enrollment from the Intensive English program to the Semi-Intensive or American Explorer program after your first four weeks of enrollment. No program changes are permitted within the first four weeks of a booked course.

Housing Cancellation and Refund Policy

If canceled within 28 days, 50% of the housing costs of the first session (up to four weeks) will be refunded.

All Refunds

Refunds will be made within 30 calendar days of your notice of cancellation or withdrawal from the program.

ELS follows all applicable state and federal regulations, including those related to student refunds.

All refunds are processed in the same method in which payment was originally received.

Illinois Centers: Complaints against this school my be registered with the Board of Higher Education. Student complaints must be submitted in writing to the Board. Information about the complaint may be submitted online through the IBHE website (www.ibhe.org). Additional information regarding the complaint process can be obtained by contacting the Board at: Illinois Board of Higher Education
Division of Private Business and Vocational Schools
1 N. Old State Capitol Plaza, Suite 333, Springfield IL 62701
Phone Number: (217) 782-2551 Fax Number: (217) 782-8548



Central Admissions
7 Roszel Road, Princeton, New Jersey 08540 U.S.A.
Tel: +1.609.759.5900 • Fax: +1.609.524.9980 •
Email: admissions@ELS.edu



2019 Prices and Dates

KEEP THIS FOR YOUR REFERENCE

Currency

All fees are listed in U.S. dollars.

Application Fee

A non-refundable \$180 application fee is required with your completed application in order to process your enrollment.

Tuition Fee

Tuition fees are as listed below. You must pay the tuition for the entire booked course before starting your program at ELS. A tuition deposit of four weeks is required for courses of four and eight weeks, and a tuition deposit of six weeks is required for courses of 12 or more weeks.

Housing Key/Damage Deposit

Refundable \$300 key/ damage deposit collected at check in for all ELS housing options, except homestays.

Housing Cancellation and Refund Policy

If canceled within 28 days, 50% of the housing costs of the first session (up to four weeks) will be refunded.

Student Health Plan Fee

All ELS students must have medical insurance coverage while in the U.S.A. If you cannot provide evidence of sufficient coverage, in English, for medical expenses incurred while studying in the U.S.A., you must purchase the ELS Student Health Plan. The Student Health Plan is offered to ELS students at a non-refundable fee of \$160 per four-week course. Insurance for students on a J-program is \$200 per four-week course. You will receive additional information about the Student Health Plan when you arrive at the center.

Airport Pickup Fee

If you would like ELS to arrange airport pickup upon your arrival, please indicate this under question six of the application form. The fees, by center, are listed on the following pages of this document.

Materials and Technology Fee

ELS, a leading English provider, offers you a unique curriculum that includes exclusive proprietary textbooks and materials, as well as state-of-the-art Language Technology Centers. ELS will give you the appropriate textbooks and materials for each level you attend. Each student pays a non-refundable materials and technology fee of \$100 at the beginning of each four-week course attended.

General Fees

Description	ELS Centers	
Application Fee (one time)	\$180	
Optional Courier Service	International	U.S./Domestic
	\$110	\$65
Health Insurance (per four week course)	4-week course	J-visa status students
	\$160	\$200
Materials and Technology Fee (per four week course)	ELS Centers	
	\$100	

2019 Tuition by Program

All tuition for the booked course must be paid prior to class attendance.

Intensive English Program		Semi-Intensive English	
4 weeks	\$1,888	4 weeks	\$1,448
8 weeks	\$3,776	8 weeks	\$2,896
12 weeks	\$5,376	12 weeks	\$4,128
16 weeks	\$7,168	16 weeks	\$5,504
20 weeks	\$8,500	20 weeks	\$6,520
24 weeks	\$10,200	24 weeks	\$7,824
28 weeks	\$11,228	28 weeks	\$8,624
32 weeks	\$12,832	32 weeks	\$9,856
36 weeks	\$14,436	36 weeks	\$11,088
40 weeks	\$16,040	40 weeks	\$12,320
44 weeks	\$17,644	44 weeks	\$13,552
48 weeks	\$19,248	48 weeks	\$14,784

Program Prices for a Four-Week Course

Program	Lessons per Week	Number of Weeks	Tuition
Intensive English	30	4	\$1,888
Semi-Intensive English	20	4	\$1,448
Business English	30	4	\$1,724
American Explorer	15	4	\$1,384

A Schedule A – Housing and Airport Pick-up Fees

CENTERS	Price per Four Weeks	Occupancy	Availability	Meals per Week	Minimum Age	Price per Four Weeks	Occupancy	Availability	Meals per Weeks	Minimum Age	Price per Four Weeks	Meals per week	Minimum Age	Airport Pickup	Airport Code
	On-Campus Student Residence					Off-Campus Student Residence					Homestay				
Bowling Green, Ohio	x	x	x	x	x	x	x	x	x	x	\$980	14	16	\$200 \$105	DTW TOL
Cincinnati, Ohio	1,132 1,132	S D	ALL ALL	x x	18 18	x	x	x	x	x	\$1,020	14	18	\$110	CVG
Cleveland, Ohio	x	x	x	x	x	\$940	DD	ALL	x	18	\$1,000	14	16	\$85	CLE
DeKalb, Illinois	\$832	D	ALL	x	18	x	x	x	x	x	\$980	14	14	\$200 \$175	MDW ORD
Fort Wayne, Indiana	\$820	S	ALL	x	18	x	x	x	x	x	\$800	14	16	\$150	FWA
Grand Rapids, Michigan	\$912 \$1,072	S SD	ALL ALL	x x	18 18	x	x	x	x	x	\$952	16	14	\$90	GRR
Houston, Texas	x	x	x	x	x	\$900	DD	ALL	x	18	\$1,052	14	16	\$140 \$140	HOU IAH
Melbourne, Florida	\$1,432	D	ALL	19	18	x	x	x	x	x	\$1,012	14	14	\$185	MCO
Nashville, Tennessee	x	x	x	x	x	\$492	S	ALL	x	18	\$800	14	16	\$140	BNA
New York – Manhattan, New York	x	x	x	x	x	\$2,300	S (New Yorker)	ALL	x	18	\$2,000 (Inside Manhattan) \$1,200 (Outside Manhattan)	14 14	16 16	\$135 \$135 \$135	EWR JFK LGA
New York – Riverdale, New York	\$1,552	T	ALL	x	17	x	x	x	x	x	\$1,292	14	14	\$135 \$135 \$135	EWR JFK LGA
Orlando, Florida	x	x	x	x	x	\$3,072 \$1,696	S D	ALL ALL	x x	18 18	\$1,200	14	16	\$150	MCO
Philadelphia, Pennsylvania	x	x	x	x	x	\$1,492	DD	ALL	x	17	\$1,260	14	16	\$145	PHL
Richmond, Kentucky	\$780	D	ALL	x	18	x	x	x	x	x	\$820	14	16	\$100	LEX
St. Louis, Missouri	\$723	S	ALL	x	18	x	x	x	x	x	\$920	14	17	\$125	STL
St. Paul, Minnesota	\$1,620	D	ALL	14	18	x	x	x	x	x	\$1,160	14	16	\$145	MSP
St. Petersburg, Florida	\$1,600	DD	ALL	19	17	x	x	x	x	x	\$1,352	14	14	\$95	TPA
Santa Monica, California	x	x	x	x	x	\$2,200 \$1,392 \$2,200 \$1,400	S (Barrington Plaza) DD (Barrington Plaza) S (International House) D (International House)	ALL ALL ALL ALL	x x x x	18 18 18 18	\$1,452	14	16	\$160	LAX
Santa Rosa, California	x	x	x	x	x	\$852 \$750	D (Elliot Apartments) D (Davis Ranch)	ALL ALL	x x	18 18	\$1,380	14	15	\$275	SFO
Seattle, Washington ^H	x	x	x	x	x	\$752 \$552 \$2,692 \$3,252	S (American Hotel) D (American Hotel) S (Hotel Nexus) SD (Hotel Nexus)	AY AY ALL ALL	x x x x	18 18 18 18	\$1,180	14	16	\$120	SEA
Silicon Valley, California	x	x	x	x	x	\$1,672 \$1,672 \$1,300	S S D	ALL ALL ALL	x x x	18 18 18	\$1,412	14	16	\$165 \$120	SFO SJC
Thousand Oaks, California	\$2,012 \$2,012 \$2,012	S* D** T**	ALL ALL ALL	14 14 14	16 16 16	x	x	x	x	x	\$1,100	14	14	\$190	LAX

Information is subject to change.

x=Not applicable

ALL=Available all sessions

AY=Available academic year only

*Female only

**Male only

S=Single (1-person) occupancy room

SD=Single Deluxe (1-person) occupancy room with private bathroom

D=Double bedroom (2-person) occupancy room

DD=Double Deluxe (2-person) occupancy room with shared bathroom (may also include shared living room, kitchen, and other common areas)

T=Triple (3-person) occupancy room

H Bookings are handled through ELS and payments are direct to the housing provider.

B Schedule B – Housing and Airport Pick-up Fees

CENTERS	Price per Four Weeks	Occupancy	Availability	Meals per Week	Minimum Age	Price per Four Weeks	Occupancy	Availability	Meals per Week	Minimum Age	Price per Four Weeks	Meals per Week	Minimum Age	Airport Pickup	Airport Code
	On-Campus Student Residence					Off-Campus Student Residence					Homestay				
Boston, Massachusetts	x	x	x	x	x	\$2,200 (\$200 move in fee) \$1,540	S D	ALL ALL	x x	18 18	\$1,352	14	16	\$110	BOS
Charlotte, North Carolina	x	x	x	x	x	x	x	x	x	x	\$1,172	14	14	\$90	CLT
Chicago, Illinois	x	x	x	x	x	\$1,272 \$1,032	SD S	ALL ALL	x x	18 18	\$1,220	14	16	\$180 \$155	MDW ORD
Grand Forks, North Dakota	\$1,252	D	ALL	35	18	x	x	x	x	x	\$872	14	18	\$65	GFK
Honolulu, Hawaii	x	x	x	x	x	\$876 \$1,392 \$1,776	S** D S	ALL ALL ALL	x x x	18 18 18	\$1,100	14	16	\$95	HNL
Indianapolis, Indiana	x	x	x	x	x	x	x	x	x	x	\$912	16	16	\$125	IND
Johnson City, Tennessee	\$1,072	D	ALL	35	18	x	x	x	x	x	\$972	14	16	\$75	TRI
La Verne, California	\$1,124	S	ALL	x	17	x	x	x	x	x	\$1,132	14	14	\$195 \$195	LAX ONT
Miami, Florida	\$1,400	D	ALL	19	17	x	x	x	x	x	\$1,032	14	17	\$165 \$145	FLL MIA
Milwaukee, Wisconsin [†]	x	x	x	x	x	\$917	D	ALL	x	18	\$972	14	17	\$95	MKE
Myrtle Beach, South Carolina	\$832	SD	ALL	x	18	x	x	x	x	x	\$920	14	17	\$90	MYR
New York – Hofstra, New York	\$2,032	D	ALL	\$	18	x	x	x	x	x	\$1,200	16	18	\$230 \$125 \$125	EWR JFK LGA
Oklahoma City, Oklahoma	\$600 \$920	S SD	ALL ALL	x x	18 18	x	x	x	x	x	\$900	14	16	\$70	OKC
Philadelphia – West Chester, Pennsylvania	\$1,232	S	ALL	14	16	x	x	x	x	x	\$1,200	14	16	\$140	PHL
Portland, Oregon	\$1,124	S	ALL	\$	17	x	x	x	x	x	\$1,060	14	14	\$155	PDX
Ruston, Louisiana	\$656	D	ALL	\$	18	x	x	x	x	x	\$800	14	18	\$180	MLU
San Diego, California [†]	x	x	x	x	x	\$1,124 \$1,176 \$700	S SD DD	ALL ALL ALL	x x	18 18 18	\$1,300	14	16	\$85	SAN
San Francisco, California	x	x	x	x	x	\$780 \$880 \$1,100 \$1,380	T D DD* S	ALL ALL ALL ALL	x x x x	18 18 18 18	\$1,200	14	14	\$150	SFO
Tampa, Florida	x	x	x	x	x	x	x	x	x	x	\$1,200	14	17	\$95	TPA
Teaneck, New Jersey	\$1,392 \$1,360	D D	SM AY	x x	18 18	x	x	x	x	x	\$1,240	14	18	\$135 \$215 \$215	EWR JFK LGA

Information is subject to change.
 x=Not applicable
 ALL=Available all sessions
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 SM=Summer session (sessions 6-9)
 *Female only
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 T=Triple (3-person) occupancy room
 H Bookings are handled through ELS and payments are direct to the housing provider.

A Schedule A – Start Dates

Programs: Intensive English, Semi-Intensive English, American Explorer, and Business English

Session	Session Start Date
1	January 7
2	February 4
3	March 4
4	April 1
5	April 29
6	May 27
7	June 24

Session	Session Start Date
8	July 22
9	August 19
10	September 16
11	October 14
12	November 11
13	December 9

B Schedule B – Start Dates

Programs: Intensive English, Semi-Intensive English, American Explorer, and Business English

Session	Session Start Date
1	January 14
2	February 11
3	March 11
4	April 8
5	May 6
6	June 3
7	July 1

Session	Session Start Date
8	July 29
9	August 26
10	September 23
11	October 21
12	November 18
13	December 16

Housing Key/Damage Deposit Information

Refundable \$300 housing key/damage deposit collected at check-in for all ELS housing options.

The most important decisions require the best advice.

Should you need assistance with the application process, please contact a local ELS authorized counseling agent. For a complete list of counselors by country, visit ELS.edu/CounselorConnect.



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Tel: +1.609.759.5900 • Email: admissions@ELS.edu



2019 Prices and Dates

KEEP THIS FOR YOUR REFERENCE

Currency

All fees are listed in U.S. dollars.

Application Fee

A non-refundable \$180 application fee is required with your completed application in order to process your enrollment.

Tuition Fee

Tuition fees are as listed below. You must pay the tuition for the entire booked course before starting your program at ELS. A tuition deposit of four weeks is required for courses of four and eight weeks, and a tuition deposit of six weeks is required for courses of 12 or more weeks.

Housing Key/Damage Deposit

Refundable \$300 key/ damage deposit collected at check in for all ELS housing options, except homestays.

Housing Cancellation and Refund Policy

If canceled within 28 days, 50% of the housing costs of the first session (up to four weeks) will be refunded.

Student Health Plan Fee

All ELS students must have medical insurance coverage while in the U.S.A. If you cannot provide evidence of sufficient coverage, in English, for medical expenses incurred while studying in the U.S.A., you must purchase the ELS Student Health Plan. The Student Health Plan is offered to ELS students at a non-refundable fee of \$160 per four-week course. Insurance for students on a J-program is \$200 per four-week course. You will receive additional information about the Student Health Plan when you arrive at the center.

Airport Pickup Fee

If you would like ELS to arrange airport pickup upon your arrival, please indicate this under question six of the application form. The fees, by center, are listed on the following pages of this document.

Materials and Technology Fee

ELS, a leading English provider, offers you a unique curriculum that includes exclusive proprietary textbooks and materials, as well as state-of-the-art Language Technology Centers. ELS will give you the appropriate textbooks and materials for each level you attend. Each student pays a non-refundable materials and technology fee of \$100 at the beginning of each four-week course attended.

General Fees

Description	ELS Centers	
Application Fee (one time)	\$180	
Optional Courier Service	International	U.S./Domestic
	\$110	\$65
Health Insurance (per four week course)	4-week course	J-visa status students
	\$160	\$200
Materials and Technology Fee (per four week course)	ELS Centers	
	\$100	

2019 Tuition by Program

All tuition for the booked course must be paid prior to class attendance.

Intensive English Program		Semi-Intensive English	
4 weeks	\$1,888	4 weeks	\$1,448
8 weeks	\$3,776	8 weeks	\$2,896
12 weeks	\$5,376	12 weeks	\$4,128
16 weeks	\$7,168	16 weeks	\$5,504
20 weeks	\$8,500	20 weeks	\$6,520
24 weeks	\$10,200	24 weeks	\$7,824
28 weeks	\$11,228	28 weeks	\$8,624
32 weeks	\$12,832	32 weeks	\$9,856
36 weeks	\$14,436	36 weeks	\$11,088
40 weeks	\$16,040	40 weeks	\$12,320
44 weeks	\$17,644	44 weeks	\$13,552
48 weeks	\$19,248	48 weeks	\$14,784

Program Prices for a Four-Week Course

Program	Lessons per Week	Number of Weeks	Tuition
Intensive English	30	4	\$1,888
Semi-Intensive English	20	4	\$1,448
Business English	30	4	\$1,724
American Explorer	15	4	\$1,384

A Schedule A – Housing and Airport Pick-up Fees

CENTERS	Price per Four Weeks	Occupancy	Availability	Meals per Week	Minimum Age	Price per Four Weeks	Occupancy	Availability	Meals per Weeks	Minimum Age	Price per Four Weeks	Meals per week	Minimum Age	Airport Pickup	Airport Code
	On-Campus Student Residence					Off-Campus Student Residence					Homestay				
Bowling Green, Ohio	×	×	×	×	×	×	×	×	×	×	\$980	14	16	\$200 \$105	DTW TOL
Cincinnati, Ohio	1,132 1,132	S D	ALL ALL	×	18 18	×	×	×	×	×	\$1,020	14	18	\$110	CVG
Cleveland, Ohio	×	×	×	×	×	\$940	DD	ALL	×	18	\$1,000	14	16	\$85	CLE
DeKalb, Illinois	\$832	D	ALL	×	18	×	×	×	×	×	\$980	14	14	\$200 \$175	MDW ORD
Fort Wayne, Indiana	\$820	S	ALL	×	18	×	×	×	×	×	\$800	14	16	\$150	FWA
Grand Rapids, Michigan	\$912 \$1,072	S SD	ALL ALL	×	18 18	×	×	×	×	×	\$952	16	14	\$90	GRR
Houston, Texas	×	×	×	×	×	\$900	DD	ALL	×	18	\$1,052	14	16	\$140 \$140	HOU IAH
Melbourne, Florida	\$1,432	D	ALL	19	18	×	×	×	×	×	\$1,012	14	14	\$185	MCO
Nashville, Tennessee	×	×	×	×	×	\$492	S	ALL	×	18	\$800	14	16	\$140	BNA
New York – Manhattan, New York	×	×	×	×	×	\$2,300	S (New Yorker)	ALL	×	18	\$2,000 (Inside Manhattan) \$1,200 (Outside Manhattan)	14 14	16 16	\$135 \$135 \$135	EWR JFK LGA
New York – Riverdale, New York	\$1,552	T	ALL	×	17	×	×	×	×	×	\$1,292	14	14	\$135 \$135 \$135	EWR JFK LGA
Orlando, Florida	×	×	×	×	×	\$3,072 \$1,696	S D	ALL ALL	×	18 18	\$1,200	14	16	\$150	MCO
Philadelphia, Pennsylvania	×	×	×	×	×	\$1,492	DD	ALL	×	17	\$1,260	14	16	\$145	PHL
Richmond, Kentucky	\$780	D	ALL	×	18	×	×	×	×	×	\$820	14	16	\$100	LEX
St. Louis, Missouri	\$723	S	ALL	×	18	×	×	×	×	×	\$920	14	17	\$125	STL
St. Paul, Minnesota	\$1,620	D	ALL	14	18	×	×	×	×	×	\$1,160	14	16	\$145	MSP
St. Petersburg, Florida	\$1,600	DD	ALL	19	17	×	×	×	×	×	\$1,352	14	14	\$95	TPA
Santa Monica, California	×	×	×	×	×	\$2,200 \$1,392 \$2,200 \$1,400	S (Barrington Plaza) DD (Barrington Plaza) S (International House) D (International House)	ALL ALL ALL ALL	×	18 18 18 18	\$1,452	14	16	\$160	LAX
Santa Rosa, California	×	×	×	×	×	\$852 \$750	D (Elliot Apartments) D (Davis Ranch)	ALL ALL	×	18 18	\$1,380	14	15	\$275	SFO
Seattle, Washington ^H	×	×	×	×	×	\$752 \$552 \$2,692 \$3,252	S (American Hotel) D (American Hotel) S (Hotel Nexus) SD (Hotel Nexus)	AY AY ALL ALL	×	18 18 18 18	\$1,180	14	16	\$120	SEA
Silicon Valley, California	×	×	×	×	×	\$1,672 \$1,672 \$1,300	S S D	ALL ALL ALL	×	18 18 18	\$1,412	14	16	\$165 \$120	SFO SJC
Thousand Oaks, California	\$2,012 \$2,012 \$2,012	S* D** T**	ALL ALL ALL	14 14 14	16 16 16	×	×	×	×	×	\$1,100	14	14	\$190	LAX

Information is subject to change.

×=Not applicable

ALL=Available all sessions

AY=Available academic year only

*Female only

**Male only

S=Single (1-person) occupancy room

SD=Single Deluxe (1-person) occupancy room with private bathroom

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T=Triple (3-person) occupancy room

H Bookings are handled through ELS and payments are direct to the housing provider.

B Schedule B – Housing and Airport Pick-up Fees

CENTERS	Price per Four Weeks	Occupancy	Availability	Meals per Week	Minimum Age	Price per Four Weeks	Occupancy	Availability	Meals per Week	Minimum Age	Price per Four Weeks	Meals per Week	Minimum Age	Airport Pickup	Airport Code
	On-Campus Student Residence					Off-Campus Student Residence					Homestay				
Boston, Massachusetts	x	x	x	x	x	\$2,200 (\$200 move in fee) \$1,540	S D	ALL ALL	x x	18 18	\$1,352	14	16	\$110	BOS
Charlotte, North Carolina	x	x	x	x	x	x	x	x	x	x	\$1,172	14	14	\$90	CLT
Chicago, Illinois	x	x	x	x	x	\$1,272 \$1,032	SD S	ALL ALL	x x	18 18	\$1,220	14	16	\$180 \$155	MDW ORD
Grand Forks, North Dakota	\$1,252	D	ALL	35	18	x	x	x	x	x	\$872	14	18	\$65	GFK
Honolulu, Hawaii	x	x	x	x	x	\$876 \$1,392 \$1,776	S** D S	ALL ALL ALL	x x x	18 18 18	\$1,100	14	16	\$95	HNL
Indianapolis, Indiana	x	x	x	x	x	x	x	x	x	x	\$912	16	16	\$125	IND
Johnson City, Tennessee	\$1,072	D	ALL	35	18	x	x	x	x	x	\$972	14	16	\$75	TRI
La Verne, California	\$1,124	S	ALL	x	17	x	x	x	x	x	\$1,132	14	14	\$195 \$195	LAX ONT
Miami, Florida	\$1,400	D	ALL	19	17	x	x	x	x	x	\$1,032	14	17	\$165 \$145	FLL MIA
Milwaukee, Wisconsin [†]	x	x	x	x	x	\$917	D	ALL	x	18	\$972	14	17	\$95	MKE
Myrtle Beach, South Carolina	\$832	SD	ALL	x	18	x	x	x	x	x	\$920	14	17	\$90	MYR
New York – Hofstra, New York	\$2,032	D	ALL	\$	18	x	x	x	x	x	\$1,200	16	18	\$230 \$125 \$125	EWR JFK LGA
Oklahoma City, Oklahoma	\$600 \$920	S SD	ALL ALL	x x	18 18	x	x	x	x	x	\$900	14	16	\$70	OKC
Philadelphia – West Chester, Pennsylvania	\$1,232	S	ALL	14	16	x	x	x	x	x	\$1,200	14	16	\$140	PHL
Portland, Oregon	\$1,124	S	ALL	\$	17	x	x	x	x	x	\$1,060	14	14	\$155	PDX
Ruston, Louisiana	\$656	D	ALL	\$	18	x	x	x	x	x	\$800	14	18	\$180	MLU
San Diego, California [†]	x	x	x	x	x	\$1,124 \$1,176 \$700	S SD DD	ALL ALL ALL	x x	18 18 18	\$1,300	14	16	\$85	SAN
San Francisco, California	x	x	x	x	x	\$780 \$880 \$1,100 \$1,380	T D DD* S	ALL ALL ALL ALL	x x x x	18 18 18 18	\$1,200	14	14	\$150	SFO
Tampa, Florida	x	x	x	x	x	x	x	x	x	x	\$1,200	14	17	\$95	TPA
Teaneck, New Jersey	\$1,392 \$1,360	D D	SM AY	x x	18 18	x	x	x	x	x	\$1,240	14	18	\$135 \$215 \$215	EWR JFK LGA

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A Schedule A – Start Dates

Programs: Intensive English, Semi-Intensive English, American Explorer, and Business English

Session	Session Start Date
1	January 7
2	February 4
3	March 4
4	April 1
5	April 29
6	May 27
7	June 24

Session	Session Start Date
8	July 22
9	August 19
10	September 16
11	October 14
12	November 11
13	December 9

B Schedule B – Start Dates

Programs: Intensive English, Semi-Intensive English, American Explorer, and Business English

Session	Session Start Date
1	January 14
2	February 11
3	March 11
4	April 8
5	May 6
6	June 3
7	July 1

Session	Session Start Date
8	July 29
9	August 26
10	September 23
11	October 21
12	November 18
13	December 16

Housing Key/Damage Deposit Information

Refundable \$300 housing key/damage deposit collected at check-in for all ELS housing options.

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IBHE PBVS Enrollment Agreement Requirements Supplement

NOTICE TO STUDENT

1. Do not sign this agreement before you have read it or if it contains any blank spaces.
2. This agreement is a legally binding instrument and is only binding when the agreement is accepted, signed, and dated by the authorized official of the school or the admissions officer at the school's principal place of business. Read all pages of this contract before signing.
3. You are entitled to an exact copy of the agreement and any disclosure pages you sign.
4. This agreement and the school catalog constitute the entire agreement between the student and the school.
5. Any changes in this agreement must be made in writing and shall not be binding on either the student or the school unless such changes have been approved in writing by the authorized official of the school and by the student or the student's parent or guardian. All terms and conditions of the agreement are not subject to amendment or modification by oral agreement.
6. The school does not guarantee the transferability of credits to another school, college, or university. Completion of the ELS English for Academic Purposes Level 112 program is accepted by select postsecondary institutions (see www.universityguideonline.els.edu) as meeting the language proficiency admission requirement. Students must still meet all other admission requirements of the institution. The ELS Certificate is non-transferrable to any other institution.

STUDENT'S RIGHT TO CANCEL

If ELS accepts your application, but you cancel your booked course, the application fee will not be refunded. However, should you cancel your booked course, you may apply your application fee toward a new course for up to 12 months after your initially scheduled start-date. If your visa application is rejected or you cancel your booked course prior to the start date and you have not entered the U.S.A. on a student visa sponsored by ELS, ELS will refund all tuition and fees (except the application fee and courier fee). If you enter the U.S.A. on a student visa sponsored by ELS and cancel your booked course or do not report for class, ELS will retain the first four weeks of tuition as a non-refundable fee if you have a booked course of four or eight weeks. If you have a booked course of 12 weeks or more, ELS will retain the first six weeks of tuition as a non-refundable fee.

STUDENT ACKNOWLEDGMENTS

1. I hereby acknowledge receipt of the school's catalog, which contains information describing programs offered, and equipment or supplies provided. The school catalog is included as part of this enrollment agreement and I acknowledge that I have received a copy of this catalog.

Student Initials _____

2. I have carefully read and received an exact copy of this enrollment agreement.

Student Initials _____

3. I understand that the school may terminate my enrollment if I fail to comply with attendance, academic, and financial requirements or if I fail to abide by established standards of conduct, as outlined in the school catalog. While enrolled in the school, I understand that I must maintain satisfactory academic progress as described in the school catalog and that my financial obligation to the school must be paid in full before a certificate or credential may be awarded.

Student Initials _____

4. I hereby acknowledge that the school has made available to me all required disclosure information listed under the Consumer Information section of this Enrollment Agreement.

Student Initials _____

5. I understand that the school does not guarantee transferability of credit and that in most cases, credits or coursework are not likely to transfer to another institution. In cases where transferability is guaranteed, ELS must provide me copies of transfer agreements that name the exact institution(s) and include agreement details and limitations.

Student Initials _____

6. I understand that ELS Language Centers offers instruction for only English as a Second Language and does not place students for employment purposes nor does it prepare students to pass vocational and/or professional licensures.

Student Initials _____

7. I understand that complaints, which cannot be resolved by direct negotiation with the school in accordance to its written grievance policy, may be filed with the Illinois Board of Higher Education, 1 N. Old State Capitol Plaza, Suite 333, Springfield, IL 62701 or at www.ibhe.org.

Student Initials _____

The student acknowledges receiving a copy of this completed agreement, the school catalog, and written confirmation of acceptance prior to signing this contract. The student by signing this contract acknowledges that he/she has read this contract, understands the terms and conditions, and agrees to the conditions outlined in this contract. It is further understood that this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the student and the School Official. The student and the school will retain a copy of this agreement.

Student's Signature

Date

Program Director's Signature

Date



Academic Catalog and Enrollment Agreement Addendum for the State of Illinois

ELS Language Centers main brochure and application provide complete descriptions of our English as a Second Language programs, including each program's objectives, the ELS proficiency levels, course dates, tuition and fees, and the ELS cancelation and refund policy. Copies of the brochure and application are found on www.els.edu and are available in print form from at each of our locations.

In addition to our brochure and application, and in compliance with the Illinois Board of Higher Education, we provide you the following information to assist you and inform you in your decision process to entrust ELS Language Centers to help you achieve your language goals:

Program Descriptions, Start Dates, and Tuition & Fees

Program information and start dates may be found at www.els.edu

Tuition, fees, and housing costs are available at: <https://www.els.edu/en/get-estimate>

Note: ELS Does not offer financial aid.

Accreditation: ELS Language Centers is accredited by the Accrediting Council on Continuing Education & Training (ACCET). Please see www.accet.org.

Transfer of Credits: Completion of the ELS English for Academic Purposes Level 112 program is accepted by select postsecondary institutions (see www.universityguideonline.els.edu) as meeting the language proficiency admission requirement. Students must still meet all other admission requirements of the institution. The ELS Certificate is non-transferrable to any other institution.

ELS Language Centers is approved to operate in the State of Illinois by the Illinois Board of Higher Education (IBHE). Complaints against the school may be registered with the Board of Higher Education at Mail: 1 N. Old State Capitol Plaza, Suite 333, Springfield, Illinois 62701; Telephone: 217-557-7359; or Web: <http://complaints.ibhe.org>.

Note: ELS Language Centers offers instruction for only English as a Second Language and does not place students for employment purposes nor does it prepare students to pass vocational and/or professional licensures.

Student Success Data: The disclosure tables on the pages that follow are for ELS Students studying at ELS/Chicago and ELS/DeKalb for Academic Year 2018/2019

Institutional Disclosures Reporting Table

July 1, 2018 through June 30, 2019

Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: ELS Language Centers/River Forest

The following information must be submitted to the Board annually; failure to do so is grounds for immediate revocation of the permit of approval.

Disclosure Reporting Category	Program Name	EAP/REG	SEM	GEN	BUS	ACP
	CIP*	32.0109	32.0109	32.0109	32.0109	32.0109
	SOC*	NA	NA	NA	NA	NA
A) For each program of study, report:						
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.	64	12	12	4	1	
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:						
a) New starts	157	40	28	51	21	
b) Re-enrollments	152	34	18	15	7	
c) Transfers into the program from other programs at the school	NA	NA	NA	NA	NA	
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).	157	40	28	51	1	
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:						
a) Transferred out of the program or course and into another program or course at the school	45	0	3	3	0	
b) Completed or graduated from a program or course of instruction	791	175	64	100	43	
c) Withdrew from the school	5	2	0	0	0	
d) Are still enrolled	40	4	0	2	0	
5) The number of students enrolled in the program or course of instruction who were:						
a) Placed in their field of study	N/A	N/A				
b) Placed in a related field	N/A	N/A				
c) Placed out of the field	N/A	N/A				
d) Not available for placement due to personal reasons	N/A	N/A				
e) Not employed	N/A	N/A				
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.						
	N/A	N/A				
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.						
	N/A	N/A				
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.						
	N/A	N/A				
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.						
	N/A	N/A				

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>

*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/classification.htm>

*A course of instruction is a standalone course that meets for an extended period of time and provides instruction that may or may not be related to a program of study, but is either not part of the sequence or can be taken independent of the full sequence as a stand-alone option. A Course of Instruction may directly prepare students for a certificate or other completion credential or it can stand alone as an optional preparation or, in the case of students requiring catch-up work, a prerequisite for a program. A stand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add to skills and abilities related to occupational/career opportunities.

Institutional Disclosures Reporting Table
July 1, 2018 through June 30, 2019
 Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name:
ELS Language Centers/DeKalb

The following information must be submitted to the Board annually; failure to do so is grounds for immediate revocation of the permit of approval.

Disclosure Reporting Category	Program Name	EAP	Semi	ACP		
	CIP*	32.0109	32.0109	32.0109		
	SOC*	N/A	N/A	N/A		
A) For each program of study, report:						
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.						
		19	2	0		
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:						
	a) New starts	142	18	9		
	b) Re-enrollments	0	0	0		
	c) Transfers into the program from other programs at the school	N/A	N/A	N/A		
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).						
		161	20	9		
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:						
	a) Transferred out of the program or course and into another program or course at the school	N/A	N/A	N/A		
	b) Completed or graduated from a program or course of instruction	124	18	7		
	c) Withdrew from the school	0	0	0		
	d) Are still enrolled	37	2	2		
5) The number of students enrolled in the program or course of instruction who were:						
	a) Placed in their field of study	N/A	N/A	N/A		
	b) Placed in a related field	N/A	N/A	N/A		
	c) Placed out of the field	N/A	N/A	N/A		
	d) Not available for placement due to personal reasons	N/A	N/A	N/A		
	e) Not employed	N/A	N/A	N/A		
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.						
		N/A	N/A	N/A		
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.						
		N/A	N/A	N/A		
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.						
		N/A	N/A	N/A		
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.						
		N/A	N/A	N/A		

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/cipcode/Default.aspx?i=55>

*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/classification.htm>

*A course of instruction is a standalone course that meets for an extended period of time and provides instruction that may or may not be related to a program of study, but is either not part of the sequence or can be taken independent of the full sequence as a stand-alone option. A Course of Instruction may directly prepare students for a certificate or other completion credential or it can stand alone as an optional preparation or, in the case of students requiring catch-up work, a prerequisite for a program. A stand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add to skills and abilities related to occupational/career opportunities.