

Refund Policy

Pacific Rim Early Childhood Institute is designated by Private Training Institutions Regulatory Unit (PTIRU) and complies with the refund policy of this designating body.

1. Registration fees are non-refundable.
2. Refunds required under this policy will be paid to student aid (if a student is student aid funded), the student, or with the student's permission, to the person who paid the tuition or fees on behalf of the student, 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).
3. If a student enrolled in a program without having met the admission requirements for the program and the student did not misrepresent the student's knowledge or skills when applying for admission, and the registrar advises the institution to refund tuition and course fees, 100% of tuition and course fees may be refunded.
4. If Pacific Rim Early Childhood Institute Inc. receives tuition from the student, or a person on behalf of the student, the institution will refund the student, or with the student's permission, the person who paid on behalf of the student, full or partial tuition that was paid in relation to a course or program in which the student is enrolled under the following circumstances:

Circumstances when Refund Payable	Amount of Refund
Before program start date, institution receives a notice of withdrawal:	
<ul style="list-style-type: none"> • No later than seven days after student signed the enrolment contract, and • Before the program start date. 	<ul style="list-style-type: none"> • 100% of tuition and all related fees, other than the registration fee. Related fees include: administrative fees, assessment fees, and fees charged for textbooks or other course materials, if applicable.
After program start date, institution provides a notice of dismissal or receives a notice of withdrawal	
<ul style="list-style-type: none"> • No later than seven days after the program start date 	<ul style="list-style-type: none"> • The institution may retain up to 10% of tuition, to a maximum of \$1,000 paid or payable under a contract.
<ul style="list-style-type: none"> • Student has completed no more than 10% of the program 	<ul style="list-style-type: none"> • The institution may retain up to 10% of tuition paid or payable under a contract.
<ul style="list-style-type: none"> • Student has completed no more than 10% but less than 30% of the program 	<ul style="list-style-type: none"> • The institution may retain up to 30% of the tuition paid or payable under a contract.
<ul style="list-style-type: none"> • Student has completed more than 30% but less than 50% of the program 	<ul style="list-style-type: none"> • The institution may retain up to 50% of tuition paid or payable under a contract.
<ul style="list-style-type: none"> • Student has completed 50% or more of the program 	<ul style="list-style-type: none"> • No refund due

Completed means the student has received an evaluation of their performance for the specified percentage of hours of instruction. If a student completed a portion of a program for which they did not receive an evaluation, that portion should not be included in the calculation of the percentage of the program completed.