

Offer of placements and/or deferment.

OFFER OF PLACEMENTS – NEW APPLICATIONS

1. If an application has been submitted to CIS, and a position has been offered and accepted by the student, it is possible to change the commencement date as stated in the Letter of Acceptance ("LOA") as long as it is within a 2-year period of the original commencement date. Both the application fee and the confirmation fee must be paid in full to confirm the student's placement at CIS before CIS will grant the change of intended commencement date. If the student does not start at CIS in the 2-year period, the application fee and the confirmation fee paid will be non-refundable.
2. If the student has not started school by the end of the 2-year period, their name will be removed from our register. Should the student wish to reapply, a new application with the relevant application fee must be submitted. The student will be subject to the applicable enrolment conditions at the time of the second application.
3. If an application has been submitted to CIS, and a position has been offered but is not accepted by the student as the student would like to defer the start date, it is possible to defer the commencement date as long as it is not more than 2-years of the original requested commencement date as stated in the application form. If the student does not start at CIS in this 2-year period, the application will lapse and the application fee paid will be non-refundable.
4. If the student starts school within the stipulated timeframe, the tuition fees and support programme fees (if applicable) will be billed at the prevailing rate at the time of entry to CIS.

OFFER OF PLACEMENTS/DEFERMENT – RETURNING STUDENTS

1. If a returning CIS student submits an application and the intended commencement date at CIS is less than two years after the date of withdrawal, the application fee will be waived. If the student is offered a place at CIS and the date of commencement is less than two years from the original date of withdrawal, the confirmation fee will be waived. Tuition fees and support programme fees (if applicable) will be billed at the prevailing rate at the time of entry to CIS.
2. If a returning CIS student submits an application and the intended commencement date at CIS is greater than two years after the date of withdrawal, the application fee must be paid in order for the student to be placed on the waitlist. If CIS offers a place to the student and the commencement date at CIS is greater than two years after the date of withdrawal, the student contract must be signed and the confirmation fee must be paid to secure the offered place. Failure to do so will result in the student being placed back on the application list. Tuition fees and support programme fees (if applicable) will be billed at the prevailing rate at the time of entry to CIS.

DATE OF DEFERMENT

1. Any deferment granted shall only be guaranteed for commencement on the first day of the first semester of the relevant school year (i.e. the "August commencement date").
2. If the student intends to commence on any date other than the August commencement date, this is subject to availability of spaces and the school shall inform the student of the availability a month before the student's intended commencement date.