



EF ACADEMY

International
Boarding Schools

Application Form 2020-2021

Student's Personal Details

Please fill in all the sections.

Family Name: _____

First Name(s): _____

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

Gender: _____

Home Address: _____

City and Postal Code: _____

Country: _____

Student's Phone Number: _____

Student's Email: _____

Do you have special dietary requirements?

Yes No

If yes, please specify (halal, vegetarian, food allergies, etc.): _____

Do you have any existing medical conditions/allergies?

Yes No

If yes, please specify: _____

Have you ever been diagnosed with a learning difference?

Yes No

If yes, please specify (e.g. dyslexia, dysgraphia, dyscalculia, dyspraxia or ADHD): _____

Current School

Enter your current school, or the school you most recently attended.

School Name: _____

School Address: _____

Current School Grade/Year: _____

Dates attended: _____

Have you ever been dismissed from another school?

Yes No

If yes, when and for what reason? _____

University/Career Choice (if known): _____

How did you hear about EF Academy? _____

Why do you want to change schools? _____

Parents / Legal Guardians

Parent/Guardian 1

Family Name: _____

First Name(s): _____

Mother Father Legal Guardian

Married Divorced/Separated Deceased Shared custodial rights Sole custodial rights

Home address (if different from student's): _____

Phone Number: _____

Email: _____

Parent/Guardian 2

Family Name: _____

First Name(s): _____

Mother Father Legal Guardian

Married Divorced/Separated Deceased Shared custodial rights Sole custodial rights

Home address (if different from student's): _____

Phone Number: _____

Email: _____

Offered Courses

New York Campus

English Preparation Course Jan 2020 March 2020 June 2020 Sep 2020 Jan 2021 April 2021 July 2021 Sep 2021

Grade and term applying for:

Grade 9	<input type="checkbox"/> January 2020	<input type="checkbox"/> September 2020	<input type="checkbox"/> January 2021	<input type="checkbox"/> September 2021
Grade 10	<input type="checkbox"/> January 2020	<input type="checkbox"/> September 2020	<input type="checkbox"/> January 2021	<input type="checkbox"/> September 2021
Grade 11	<input type="checkbox"/> January 2020	<input type="checkbox"/> September 2020	<input type="checkbox"/> January 2021	<input type="checkbox"/> September 2021
Grade 11 (IB Diploma)		<input type="checkbox"/> September 2020		<input type="checkbox"/> September 2021
Grade 12		<input type="checkbox"/> September 2020		<input type="checkbox"/> September 2021

Pasadena Campus

English Preparation Course Sep 2020 Jan 2021 April 2021 July 2021 Sep 2021

Grade and term applying for:

Grade 8	<input type="checkbox"/> September 2020	<input type="checkbox"/> January 2021	<input type="checkbox"/> September 2021
Grade 9	<input type="checkbox"/> September 2020	<input type="checkbox"/> January 2021	<input type="checkbox"/> September 2021
Grade 10	<input type="checkbox"/> September 2020	<input type="checkbox"/> January 2021	<input type="checkbox"/> September 2021
Grade 11	<input type="checkbox"/> September 2020	<input type="checkbox"/> January 2021	<input type="checkbox"/> September 2021
Grade 11 (IB Diploma)	<input type="checkbox"/> September 2020		<input type="checkbox"/> September 2021
Grade 12			<input type="checkbox"/> September 2021

Oxford Campus

Grade and term applying for:

A-Level Program	<input type="checkbox"/> January 2020	<input type="checkbox"/> September 2020	<input type="checkbox"/> January 2021
IB Diploma		<input type="checkbox"/> September 2020	

Preferred Accommodation

Boarder Day Student (for students residing in the surrounding areas of Thornwood and Pasadena)

All boarders reside in shared rooms in the campus residences. For the complete list of accommodation options and costs, please refer to the brochure or contact your local admissions office.

Accommodation upgrades

Upgrades are subject to availability.

Pasadena Campus

Twin (Grade 11, 12) Single (Grade 11, 12)

New York Campus

Twin (all grades) Twin ensuite (Grade 11, 12) Single (Grade 11, 12) Single ensuite (Grade 11, 12)

Document Checklist

- All available high school transcripts, including official English translations
- Evidence of English Proficiency (ask your admissions office about our free English test)
- Copy of your passport

Application Agreement

I apply to enroll the person named as a student at EF Academy. I have read and agree to the Terms and Conditions. I authorize EF Academy to take appropriate action in the event of a medical emergency. The signature below as a parent/legal guardian will also constitute my consent for the student to participate in all EF Academy programs, including any activities offered. I have read the information about EF's processing of my personal data and consent to such processing.

 Mother / Father / Legal Guardian's name in block capitals

 Mother / Father / Legal Guardian's name in block capitals

Student name in block capitals (students aged 18 and over only)

Signature

Signature

Signature (students aged 18 and over only)

Place/Date

Place/Date

Place/Date

Terms and Conditions 2020-2021

By submitting this application, you agree to the terms and conditions outlined herein. If the application is accepted, we will send a confirmation of your acceptance to the program, along with an invoice detailing the payments due. By making the first payment on that invoice you agree to pay all tuition, accommodation, and associated fees incurred by the student as they become due in accordance with these Terms and Conditions. Wherever these Terms and Conditions have been translated, the English version of the Terms and Conditions supersedes the translated version in the event of ambiguity.

Acceptance Requirements

English language requirements

Students are required to have a certain level of English for admission to EF Academy. Students can either take a SLEP/IQPT/EFSET test at an EF office or supply official TOEFL/IELTS scores. Contact your local EF office to learn about the specific English level requirements for each program.

Admission is conditional on additional English testing upon arrival at the school. Should the test result not confirm previous test result and the student consequently not fulfill the admission requirements for the particular EF Academy program, the student will be offered an English language preparation course or another suitable course. No additional refunds will be granted for students deciding to leave the school due to a decision from EF Academy to move the student to another course.

Academic requirements

If students do not meet the academic criteria of their original chosen program, they will not be allowed to proceed but will be offered an alternative course or invited to withdraw without a refund.

Special educational needs

EF Academy requests that any applicant's known special educational needs are communicated during the application process in order for EF Academy to determine whether the school can accommodate such needs.

Health requirements

Students are accepted on the basis that their mental and physical health allows them to participate in full time studies abroad. Parents or guardians are required to inform the school of any medical condition that may affect the student's performance, behavior or safety in the school before applying for admission. Any form of medical condition including any type of mental health condition affecting the student together with information about any medication or regime required by the student must be made known in English to the school or local EF office who will share this information, as appropriate, with the host family or residential advisors and school officials. To be eligible to participate in the program, the student must have a Health Certificate completed by a doctor (US)/or Medical Declaration (UK), including certificates of immunization, which must be signed by their parents or guardians. EF Academy reserves the right to withdraw students without any refund with preexisting medical conditions and/or special medication needs that were not mentioned in the Health Certificate/ Medical Declaration prior to their arrival.

Issuance of visas

Special conditions apply for students requiring visas to study at any of EF Academy's campuses.

- USA: EF Academy will only issue visa application documents once a student has paid at least 1 term of tuition and accommodation fees of the academic year, signed the Parental Consent form and signed the Code of Conduct.

- UK: EF Academy will only issue visa application documents once a student has made a full payment for the academic year, signed the Parental Consent form and signed the Code of Conduct.

At school

Arrival to school

Students are required to arrive to school at the beginning of each term during the days communicated by the school. Students arriving late will be marked as absent affecting their grades and potentially also their visa. No refunds will be granted for time missed due to late arrival.

Airport transfers

EF Academy offers airport transfers for all new students on arrival day (see the price list). As per safeguarding measure, all new students traveling alone are required by EF Academy to use this transfer option. Please contact your local EF office or representative for details.

Accommodation rules

EF Academy's aim is to always provide the accommodation requested, the school is however not bound to provide a specific type of accommodation and will if necessary provide an alternative arrangement within the range of accommodations offered. A student who wishes to terminate a current residence stay will have to give one term notice. EF Academy will retain all costs paid for the residence space for the notice term. Any change in accommodation arrangements during the school year are subject to prior written approval by the Head of School of the respective campus.

Accommodation is not included during the spring or winter holiday period. Contact your local EF office or representative for details. Summer accommodation is not available unless enrolled in a summer course.

- Torbay: Residence accommodation is mandatory for students under the age of 16.

Meals

Breakfast, lunch and dinner during the week as well as brunch or breakfast and dinner during the weekends are included.

Holidays

No holidays will be authorized outside of the school calendar holiday dates and students not in school will be marked as absent affecting their grades and potentially also their visa. Students that are absent during the course will not be granted a refund. Periods of absence may not be made up with free extension of the courses.

Should a student choose to return to their home country or take a holiday during the course, accommodation and meals will not be refunded. EF Academy is following the calendar in the country of study. No classes will take place on national public holidays.

Travel insurance

EF Academy has negotiated and entered into a tailor-made insurance group policy with the insurance provider Erika Insurance Ltd., under which EF International Academy Ltd. is the policyholder.

This travel insurance (including a sport/risky activity supplement) is included in the course cost for all students except for US residents. Students are covered by this insurance from the time they depart for school until their return home. Students are not covered if and when they return to their home country during the course of the program. US residents are required to provide evidence of personal insurance by sending a copy of the insurance coverage to the admissions office. The complete general conditions are available on www.erikainsurance.com. EF Academy requires a policy covering the equivalent of GBP 320,000/ USD 500,000 third party liability insurance.

Personal property

The Erika policy includes coverage for personal property. No responsibility can be accepted by EF Academy for any loss or damage, which may occur while the student is living with a host family or in dorm/residence.

Breakages, loss or damages

Students are responsible for any damage caused by them to school property and household property of their host family.

School organizational policies

Each EF Academy campus has several individual school policies such as Health and Safety, Code of Conduct, Sanctions, Complaints and Exclusion. These are made known to students on arrival and are available on request from each campus.

Academic criteria for examination entry

EF Academy reserves the right to not enter students who do not perform satisfactorily in their course work for external public examinations such as the IB and IGCSE exams. The criteria for entering into external examination will be based on formal assessments that takes place at least twice a year. The assessment will take into account:

- Course work
- Internal examination results
- Attendance
- Effort in class and homework
- Public examination potential

Entering external examination is subject to additional fees.

Medical treatments at school

EF Academy is authorized to take any action deemed necessary for students' safety and wellbeing, including notifying parents/guardians and/or securing medical treatment (at the parent/guardian's expense). EF Academy retains the right, in its sole discretion, to contact the student's parents/guardians with regard to health issues or any matter whatsoever that relates to the student. These rights transcend any and all privacy regulations that may apply. If, in the opinion of a properly licensed and practicing physician, a student needs medical or surgical services which require parents' pre-authorization or consent, parent hereby authorizes, appoints, and empowers EF Academy to furnish such consent on parent's behalf. Parent confirms that it is parent's desire that student be furnished with such medical or surgical services as soon as reasonably possible after the need arises. Parent hereby releases and holds the school harmless from any liability, which might arise from the giving of such consent. The school is hereby authorized to supply minor medical care or emergency support as determined to be appropriate by the school staff. The parent also authorizes the school's pathway managers and counselors to meet and counsel with student regarding emotional, social, or family circumstances. You hereby release and hold the school harmless from any liability, which might arise from the provision of such medical care or counseling services.

Finance

Methods of payment & deadlines

The application cost and the program cost can be paid through EF Academy's payment partner Flywire, with bank transfers or international check (contact your local office for instructions). Please note that all transfers must reference the full name of the student, school and booking reference number to ensure quick and proper credit to their account. The sender of funds should pay the bank charges and commissions for both the sending and receiving banks or they will be applied to the student's account.

To secure a place in EF Academy programs, payment of a school specific first installment is payable immediately upon admission. Cancellations communicated after payment of the first installment are subject to cancellation fee as outlined in this document.

Each student will receive an individual payment schedule in conjunction with their initial invoice depending on the time of enrollment. Final balances have to be settled no later than 60 days prior to course start.

If any costs become overdue, EF Academy reserves the right to suspend or cancel enrollment. EF Academy reserves the right to send home students arriving to school with outstanding financial obligations towards EF Academy at the parent's/guardian's expense. In every case, EF Academy will charge a late payment fee if all costs are not paid by the time a student arrives to school.

Summer preparation courses

Students enrolling in a summer language preparation course are required to pay at least one term of their subsequent course (tuition and accommodation fee) prior to arriving to campus.

Continuing students

To secure a place for the following school year, continuing students - including students enrolled in the English language preparation course - must pay one term's program cost (course & accommodation cost) as per invoices sent out during February of each calendar year. The total balance is due 60 days before start of the school year. Payment for a subsequent course also implies agreement with any updated Terms and Conditions that are available on EF Academy's website.

Tuition and costs

EF Academy reserves the right to adjust the program content, program costs and other costs due to international currency fluctuations, increase in transportation costs or any other factors beyond its control (including but not limited to force majeure events). Costs are subject to change during the period of enrollment. Costs published in this catalog are valid for the academic year 2020/2021 only commencing from January 2020. All costs are reviewed in August each year. Notice of changes will be given in advance.

Terminations

Cancellations, withdrawals, and refund policy

All cancellations and terminations must be made in writing to your nearest EF office or local EF representative. For any refund claims, EF Academy will consider the date of the written notice of cancellation/termination. In all cases, the application/enrollment cost is non-refundable.

You understand that the overhead expenses of EF Academy do not diminish with the departure of some students during the course of the school year and it is impossible to calculate the specific losses that may occur due to a cancellation or withdrawal. Therefore, once you have paid the first installment to confirm your place at one of EF Academy's campuses you become liable for the tuition and fees as liquidated damages (and not a penalty) even if the Student is withdrawn, absent, or is involuntarily separated from EF Academy. Refunds will be available only as outlined in this Agreement.

Cancellation prior to start of school

Students canceling 60 days or more before the start of the program or continuing school year will be charged a cancellation cost equivalent to 7% of the course and accommodation cost (three terms). The student will receive a full refund of any additional payments except for the non-refundable application/enrollment cost. Students canceling less than 60 days before the start of the program or continuing school year but before arriving at the school will be charged a cancellation cost equivalent to 20% of the course and accommodation cost (three terms). The student will receive a full refund of any additional payments except for the non-refundable costs mentioned above.

Withdrawals after arrival at the school

If a student provides EF Academy written notice at least four weeks before the end of the first term, EF Academy will refund the tuition and accommodation fee paid for the third term. No other refunds are available for withdrawing students. Please note that although students may leave the school after their examinations, no costs will be reduced or refunded.

Expulsion

Students are admitted on condition of these terms and conditions and any other relevant school policies and rules communicated by EF Academy. EF Academy reserves the right to expel any student who breaches school rules, who the school administration considers detrimental to the school community, or for failure to meet financial obligations towards EF Academy. There will be no refund in the event of expulsion. Furthermore, the student's visa and Erika insurance coverage (if applicable) may be affected.

Other legal

Publicity

EF Academy and the EF Group have the right to photograph, video and quote students in the course of their program. The term "EF Group" means EF Academy, other companies within the group to which EF Academy belongs from time to time, its ultimate beneficial owner(s) and any and all companies directly or indirectly, wholly or partly owned or controlled by such ultimate beneficial owner(s) and/or directly or indirectly associated or affiliated with EF Academy as well as any foundation, or other charitable organization related to, or created by, or receiving management services from any such company. You, and your parent/legal guardian (if applicable) consent to the EF Group's use of their likeness in advertising, promotional, marketing and preparatory materials, including, but not limited to, printed material, video, film and internet uses. All such material shall become the property of the EF Group. Students and their parents

or guardians agree that a student's first name and last initial, photographs or achievement details may be used for promotional purposes without further written consent or compensation.

Personal data

Please refer to EF Academy's privacy policy available at [www.ef.com/legal] to read all information about how EF processes your personal data and your rights.

Liability for the student

Any liability for the student shall also infer liability on the parents or guardians of the students, and such liability is joint and several. The parent/guardian of the student hereby agree and accept such joint and several liability on behalf of the student.

Liability

EF Academy will not be liable in any way to the student in the event of any service contracted to be supplied by EF Academy becoming impossible to supply, in part or in full, by reason of any cause outside the reasonable control of EF Academy (including but not limited to force majeure events). EF Academy will not be liable for loss, damage, or injury to persons or property howsoever caused, except where the liability is expressly imposed beyond exclusion by statute. The student and their parents or guardian hereby agree to release and indemnify and hold harmless EF Academy and its affiliates, which shall include related entities, officers, directors, shareholders, agents and/or employees of any EF entity or others to the extent acting or purporting on aforementioned persons/entities' behalf (all of said persons/entities hereinafter being referred to as "Released Parties"), and agree not to sue the Released Parties for any claims that student, parents or guardian may have arising from, or in connection with, any personal injury, bodily injury, mental anguish, emotional distress, physical, property, or other damage they may suffer from any cause whatever related in any way to student's participation in any program or event related to the EF Academy program, including negligence other than from intentional or reckless acts by such parties. The student and their parents or guardian hereby further agree to release, indemnify and hold harmless the Released Parties from any and all acts of God, war (whether declared or undeclared), terrorist activities, incidents of politically motivated violence, illness or quarantine, strikes or government restrictions or the acts or omissions of any other persons over which the Released Parties have no control, including without limitation, airlines, railways, bus companies, taxis, friends, and other students.

Accreditation

EF Academy in the U.S. and UK are IB World Schools, offering the IB Diploma. All EF Academy programs are organized by EF International Academy Ltd., Selnaustrasse 30, 8001 Zurich, Switzerland. Please return a signed copy of this Application to your local EF office. You will find the address on www.ef.com/academy. These Terms and Conditions apply to all admissions made for courses commencing in 2020.

The Terms and Conditions shall be governed by and constituted in accordance with the laws of Zurich, Switzerland and any dispute arising out of or in connection with these Terms and Conditions or the program shall be settled by ordinary courts of Zurich, Switzerland.

Changes in the terms and conditions

EF Academy reserves the right to make any addition, amendment or alteration to these Terms and Conditions in furtherance of our commitment to continuous improvement.

By signing, we acknowledge that we have read, understood and accepted all of the provisions provided in the Terms and Conditions, including the Code of Conduct for the school.