

PAYMENTS:

- Our policy is to accept payment by check, payable to Language & Friendship, Inc. If payment by credit card is requested, a convenience fee is charged.
- Payments are collected by the organizing teacher and sent to Language & Friendship together as a group.
- Please mark your calendar with the dates below. Invoices are sent only for the balance due.
- Late payments and materials are charged a \$25 fee and may jeopardize a student's participation.
Note: Add \$50 if applying after Nov. 15 for a spring program, or after Jan. 15 for a summer program.

PAYMENT SCHEDULE ¹

	Winter Programs (January/February)	Spring Programs (March/April)	Summer Programs (May/June)
Early Bird sign-up	\$300	\$300	\$300
September 15	\$1300 (\$1000 early-bird applicants)		
September 30		\$800 (\$500 early-bird applicants)	
October 15	\$800		\$800 (\$500 early-bird applicants)
November 15	Balance due	\$800	
November 30			\$800
January 15		Balance due	\$800 (\$400 Costa Rica/Argentina)
March 15			\$800 for European programs
April 15			Balance due

CANCELLATION FEES ¹

Written notice to Language & Friendship by participant or parent is required.

<i>Letter (postmarked), fax or e-mail required.</i>	Winter Programs (January/February)	Spring Programs (March/April)	Summer Programs (May/June)
Before Sept 30	\$200	\$100	\$100
Sept 30-Oct 15	\$300	\$200	\$100
Oct 16-Nov 15	To be determined ²	\$300	\$200
Nov 16-Dec 15		To be determined ²	\$300
Dec 16-Jan 15			\$400
After Jan 15			To be determined ²

¹ Groups of less than 10 may require instant airline ticket purchase resulting in a modified payment / cancellation schedule.

² To be determined means that the exact amount to be refunded is limited to the amount of monies recoverable at the time.

Note: Language and Friendship reserves the right to cancel a student's participation should there be unresolved academic, behavioral or medical issues. Cancellation fees apply.