



Elite Language Institute

# Application for Admission

11498 Luna Rd., Suite 101 Farmers Branch, TX. 75234  
Office: 972-616-1197 / Fax: 972-616-1198 / www.elidallas.com

## Student Information

Family Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Gender:  Male  Female Country of Birth: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_

Address in home country:

Street \_\_\_\_\_ City \_\_\_\_\_ State of Province Country \_\_\_\_\_

Postal Code \_\_\_\_\_ Telephone \_\_\_\_\_  
Dependent Information: How Many? \_\_\_\_\_ 1) Name: \_\_\_\_\_, Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

2) Name: \_\_\_\_\_, Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ 3) Name: \_\_\_\_\_, Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address in U.S (If known): \_\_\_\_\_

Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_  
Emergency Contact Information: \_\_\_\_\_  
Person's Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

## Date you wish to begin at ELI ( A student can register at the beginning of each month. )

Trimester III 2011 (September 5-December 16)				Trimester I 2012 (January 09 – April 26)				Trimester II 2012 (May 7 – August 23)			
September 5	October 3	October 31	November 28	January 9	February 6	March 5	April 2	May 7	June 4	July 2	July 31

## Optional Services

Airport Pick – Up Service?  Yes  No  I do not have my flight information. I will inform ELI as soon as possible.

I have my flight information: Arrival Date: \_\_\_\_\_ Time: \_\_\_\_\_ a.m. / p.m. Airline: \_\_\_\_\_ Flight #: \_\_\_\_\_

Housing Placement Service?  Yes  No If yes, how long do you plan to stay? \_\_\_\_\_ Type:  Home stay with Meal  Home stay without Meal

Please list any health problems, allergies or food you cannot eat: \_\_\_\_\_

Please state any other comments or preference: \_\_\_\_\_

## Statement of Financial and Health Responsibilities

I acknowledge that I have read, understand and agreed to the terms in this application. I certify that I will be fully responsible for all expenses, including but not limited to school, living and medical expenses, while attending ELI. I also agree to accept full responsibilities for my actions while participating in the Program and any related activities, including but not limited to, excursions and agree to assume responsibilities for all injuries that may occur from my participation. In case of illness and/or injury, permission is granted to any appropriate medical center for examination and/or treatment and/or referral to outside physicians.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Signature of Parent or Guardian if Applicant is under 18 \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## **CANCELLATION POLICY**

*A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays and legal holidays) after the enrollment contract is signed and a tour of the facilities and inspection of the equipment is made by the prospective student.*

### **REFUND POLICY**

1. *Refund computations will be based on the program time expressed in clock hours.*
2. *The effective date of termination for refund purposes will be the earliest of the following:*
  - (a) the last date of attendance; or*
  - (b) the date of receipt of written notice from the student.*
3. *If tuition and fees are collected in advance of entrance, and the student does not enter school, not more than \$100 shall be retained by the school.*
4. *If the student fails to enter the program, withdraws, or is discontinued at any time before completion of the program, the student will be refunded the pro rata portion of tuition, fees, and other charges that the number of class hours remaining in the program after the effective date of termination bears to the total number of class hours in the program.*
5. *A full refund of all tuition and fees is due in each of the following cases:*
  - (a) an enrollee is not accepted by the school;*
  - (b) if the program of instruction is discontinued by the school and this prevents the student from completing the program; or*
  - (c) if the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or misrepresentations by the owner or representatives of the school.*
6. *Refunds will be totally consummated within 60 days after the effective date of termination.*

# Student Enrollment Agreement

► Programs: 1) Language Program (Approved by SEVIS but *not regulated by TWFC*)

ESL Level I \_\_\_ / Level II \_\_\_ / Level III \_\_\_ / Level IV \_\_\_ / Level V \_\_\_ / Level VI \_\_\_

ESL Workplace I II III IV \_\_\_ / TOEFL I II \_\_\_ / SAT I II \_\_\_

2) Computer Training Program (Approved by SEVIS and *regulated by TWFC*)

MS Word \_\_\_ / MS Excel \_\_\_ / PowerPoint \_\_\_ / FrontPage \_\_\_ /

QuickBooks \_\_\_

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► Tuition: \$ \_\_\_\_\_ Books: \$ \_\_\_\_\_ Application Fee: \$60.00

Miscellaneous Fees: \$ \_\_\_\_\_ (For \_\_\_\_\_)

Effective Date: Enrollment is effective on \_\_\_ / \_\_\_ /

**TOTAL COST: \$ \_\_\_\_\_**

Method of Payment: *Please check one.*

Cash \_\_\_ / Check \_\_\_ / Cashier Check \_\_\_ / Money Order \_\_\_ / Other \_\_\_

Credit Card #: \_\_\_\_\_ EXP. Date: \_\_\_ / \_\_\_

- All costs, class meeting times, and locations are subject to change.
- Payment will be made in full before the start of the first day of class. No interest is charged.
- Please see our tuition policy on our website : [www.elidallas.com](http://www.elidallas.com) \_\_\_\_\_

***“Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds hereof. Recovery hereunder by the debtor shall not exceed the amounts paid by the debtor hereunder.”***

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▷ Elite Language Institute, LLC will give equal opportunity to all applicants regardless of race, sex, or natural origin. Approved and regulated by the Texas Workforce Commission, Career Schools and Veterans Education Department, Austin, Texas and SEVIS. I have received a copy of this enrollment agreement and the catalog. (Initial) \_\_\_\_\_

▷ **If a student withdraws on or after the first program day, then the refund shall be determined as indicated :**  
**(Not applicable for I-20 students)**

- During the 1st Program Week 80%
- During the 2nd Program Week 50%
- After the 2nd Program Week *No Refund* Student/Guardian Initial \_\_\_\_\_

▷ **An initial I-20 student must maintain enrollment at E.L.I. for six months before they become eligible to transfer**  
Student/Guardian Initial \_\_\_\_\_

▷ **A transferred I-20 student must maintain enrollment at E.L.I for four months before they become eligible to transfer**  
Student/Guardian Initial \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature of Student Printed Name of Student Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature of Authorized School Official Date Print Name of Authorized School Official  
(PDSO or DSO) Official