



# Tuition & Fees 2023

## GENERAL INFORMATION

Registration Fee \$175 (non-refundable)  
 Materials & Tech Fee \$15 per week  
 One Lesson = 45 Minutes (Private Lesson 55 Minutes)  
 Kama'aina Rates: contact IIE

## PROGRAMS & COURSES

### SHORT TERM ENGLISH PROGRAM 20 Lessons

General English (20 lessons wk): non-F1 Students

1 week	\$395
2 weeks	\$740
3 weeks	\$1,070
4 weeks	\$1,300
5-8 weeks	\$315 / week
9-11 weeks	\$305/ week
12+ weeks	\$290 / week
24+ weeks	\$245 / week

### INTENSIVE ENGLISH PROGRAM (IEP) 25 lessons

Includes Academic Track (College Pathways)

General English (25 lessons wk): F1 Students

	Per Week
4-7 weeks	\$390
8-11 weeks	\$350
12-15 weeks	\$335
16-19 weeks	\$315
20-23 weeks	\$295
24-35 weeks	\$275
36-47 weeks	\$260
48+ weeks	\$235

Academic Track Course (16+ weeks)

Academic Year Schedule (36 weeks + breaks) \$9,360

### SUPER INTENSIVE ENGLISH PROGRAM 35 lessons

IEP + Small Group: Conversation: F1

Small Group option: Business

	Per Week
4-7 weeks	\$575
8-11 weeks	\$540
12+ weeks	\$520

### CAMBRIDGE EXAM PREPARATION 25 / 32.5 lessons

FCE or CAE (25 / 32.5 Lessons wk): F-1 Students

Admin Fee \$150 (non-refundable) Exam Fee \$285

9 weeks (32.5 lessons)	\$4,020
12 weeks (25 lessons)	\$4,020
Cambridge Boost (16 semi-private)	\$1,000

### SMALL GROUP: CONVERSATION 10 lessons

Small Group

1 week	\$335
2 weeks	\$660
3 weeks	\$970
4+ weeks	\$320/ wk

### INTENSIVE ENGLISH + ONE TO ONE 33 lessons

IEP Program + 8 Private Lessons wk: F-1 Students

Private lessons not available July 2<sup>nd</sup> week - Aug 3<sup>rd</sup> week

4 weeks	\$3,720
5 weeks	\$4,650
6 weeks	\$5,580
7 weeks	\$6,510
8 weeks	\$7,120

### PRIVATE LESSONS / CUSTOMIZED COURSES

General, Business, TOEFL, TOEIC, Specific Purpose

One Lesson: 55 mins. Textbook/Materials Fees included.

Private lessons not available July 2<sup>nd</sup> week - Aug 3<sup>rd</sup> week

Single lesson \$80. 2 lesson minimum

Semi-private: 2+ students: \$50 lesson per student

Discount Packs (8 lessons wk) Per lesson rate

8 Lessons	\$600	\$75
16 Lessons	\$1,160	\$72.50
24 Lessons	\$1,680	\$70
32 Lessons	\$2,160	\$67.50

Lessons normally Tues-Fri afternoon, 8 lessons per week.

10 lessons per week option also available (Mon-Fri)

### HAWAIIAN ENGLISH ADVENTURES

English Lessons + Surf / SUP / Hula / Ukulele

Surfing or SUP (two 2 hour group lessons /wk)

Plus 20 lessons (STEP) 25 lessons (IEP)

1 week	\$615	
2 weeks	\$1,180	
3 weeks	\$1,730	
4 weeks	\$2,180	\$2,440

Hula or Ukulele (two 1 hour group lessons/ wk)

Plus 20 lessons (STEP) 25 lessons (IEP)

1 week	\$545	
2 weeks	\$1,040	
3 weeks	\$1,520	
4 weeks	\$1,900	\$2,160

### KIDS & TEENS STEP

Ages 6-16 years old

Textbook/Materials Fee included.

Tuition & Activity Fee must be paid.

July 10-Aug. 18

	Tuition	Activity Fee
1 week	\$700	\$300
2 weeks	\$960	\$600
3 weeks	\$1,425	\$900
4 weeks	\$1,850	\$1,200
5 weeks	\$2,215	\$1,500
6 weeks	\$2,615	\$1,800

### ACTIVITY LESSONS

Surfing (group)	2 hours	\$110 (incl. board rental)
SUP (group)	2 hours	\$110 (incl. board rental)
Hula (semi-private)	1 hour	\$75 private class \$90
Ukulele	1 hour	\$75 (incl. ukulele rental)



## Tuition & Fees 2023, p.2

### ACCOMMODATION FEES

#### PLACEMENT FEE

\$225 (non-refundable)

#### AIRPORT TRANSFER FEE

One way \$85 Two way \$145

#### HOMESTAY

Ages	18+	14-17 & 50+	12-13
1 week	\$555	\$660	\$900*
2 weeks	\$925	\$1,060	\$1,270
3 weeks	\$1,220	\$1,400	\$1,585
4 weeks	\$1,480	\$1,700	\$1,920*
5 weeks+	\$370/wk	\$425/wk	\$480/wk
Extra day	\$80	\$95	\$130

**Personal Dietary Preferences:** added fee 10%, includes vegetarian; 15% vegan (dependent on availability)

\***Weekly Transportation** \$275 for ages 12-13; option for 14-17.

**Additional Days:** extra day or weekly rate - whichever is less.

#### IIE WAIKIKI STUDENT CONDOS

Includes Pagoda Waikiki, Ohia, Bamboo, Hawaiian Monarch, Marine Surf, Park Heights, Royal Kuhio. One-time Maintenance Fee \$200. Taxes and cleaning fees included. Sun. check in, Sat check out

	Studio	Studio Plus/ 1 Bdr
1 week	\$960	\$1,250
2 weeks	\$1,900	\$2,250
3 weeks	\$2,850	\$3,000
4 weeks+	\$825wk*	\$875+ /wk*

\*Except Ohia high season July 1-Aug 31: Studio \$910 per wk / Studio Plus \$980 per wk

#### Shared Ocean View 3 Bdr

1 week	\$825
2 weeks	\$1,450
3 weeks	\$1,975
4 weeks+	\$575 /wk

**Other Waikiki condos may be offered based on availability. Prices and conditions vary.**

#### LILIKOI RESIDENCE

One-time Maintenance Fee \$250 (except 1 week stay)  
Taxes and cleaning fees included. Sun check in, Sat check out. Deluxe includes private bathroom.

	Standard	Deluxe
1 week (last minute)	\$800	\$890
2 weeks	\$1,375	\$1,600
3 weeks	\$1,815	\$2,112
4 weeks+	\$550/wk	\$640 /wk
8 weeks+	\$480/wk	\$570/wk

#### FEES & PAYMENT INFORMATION

All fees in U.S. dollars. Hawaii G.E. tax included.

All prices are subject to change without notice.

2023 tuition fees will be honored for 2024 bookings paid by Nov. 1, 2023.

2022 tuition fees will apply for programs starting in 2022.

2023 tuition fees will apply for programs starting in 2023.

Military or Kamaaina rate: contact IIE for information

IIE accepts payment in the form of U.S. dollars, checks (American banks), traveler's checks (in person), wire transfers, and credit cards (VISA/MasterCard/JCB).

Wire transfers: please add \$25 fee to the total amount.

Outgoing wire transfer fee: \$50

Express Mail Fee: \$125

## JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## FEBRUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

## MARCH

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## APRIL

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## MAY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## JUNE

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## JULY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## AUGUST

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## SEPTEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## OCTOBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## NOVEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## DECEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1					

### PROGRAMS WITH SPECIFIC DATES

**Students may join most programs on any Monday.**

New student placement test and orientation is every Monday morning at 8:15am. Students join classes Tuesday.

(If Monday is a holiday, placement test and orientation are on Tuesday morning at 8:15am.)

#### Cambridge Exam Prep

Jan. 9 - Mar. 10, FCE (Exams to Mar. 10)

Jan. 9 - Mar. 10, CAE (Exams to Mar. 11)

Mar. 13 - June 2, FCE (Exams to June 3)

Mar. 13 - June 2, CAE (Exams to June 3)

Sept. 5 - Nov. 24, FCE (Exams to Nov. 28)

Sept. 5 - Nov. 24, CAE (Exams to Nov. 29)

#### Suggested Academic Track Start Dates for KCC Rainbow Bridge Entry

Mar. 20 for Fall (Aug)

Aug. 7 for Spring (Jan)

Jan. 2 for Summer (May)

#### Academic Year Schedule

Session 1: Jan. 9-March 10

Session 2: March 27-May 26

Summer Session 3: May 29-July 28

Session 4: Aug. 7-Oct. 6

Session 5: Oct. 16-Dec. 15

#### Summer Kid-STEP/Teen-STEP

July 10-Aug. 18

#### TERMS

Term 1: Jan.. 3

Term 2: Jan. 30

Term 3: Feb. 27

Term 4: Mar. 27

Term 5: Apr. 24

Term 6: May 22

Term 7: Jun. 19

Term 8: Jul. 17

Term 9: Aug. 14

Term 10: Sep. 11

Term 11: Oct. 10

Term 12: Nov. 6

Term 13: Dec. 4

#### HOLIDAYS

Jan. 2.: New Years (Observed)

Jan. 16: Martin Luther King Jr.

Feb. 20: Presidents' Day

April 7: Good Friday

May 29: Memorial Day

June 12: King Kamehameha

July 4: Independence Day

Aug 18: Statehood Day

Sept 4: Labor Day

Oct. 9: Discoverer's Day

Nov. 23-24: Thanksgiving

Dec 25-29: Christmas Break

Jan. 1, 2024: New Year's Day



# School Policies 2023

**Special exceptions to policies may be made, if possible, for circumstances related to COVID and beyond the student's control**

## ADMISSIONS POLICY

Admission to IIE is open to any person who 1) is 17 years of age or older (private lessons, junior & special programs do not apply), 2) provides the completed application form and registration fees, and 3) provides the required financial certification and tuition deposit (F1 students only). Some courses or programs have minimum English level requirements.

Acceptance is not guaranteed due to IIE's Nationality Mix Policy: 50 percent limit on any nationality in the total morning adult student enrollment (private lessons excluded). Nationality mix limit does not apply per class.

### Application Process: Non-F-1 Visa Students - Adults

For programs with 20 lessons (or less) per week:

Please provide to IIE (by email, fax, mail, or in person):

- Adult Application Form
- a photocopy of your valid passport
- IIE will send you an invoice for payment to confirm registration.

Minimum payment:

- Registration Fee (non-refundable)
- Accommodation Placement Fee if housing requested (non-refundable)

You will receive confirmation and information about your classes, and first day orientation schedule.

Payment for the remaining balance of your tuition and fees is due at least 6 weeks before your starting date.

### Application Process: F-1 Visa Students - Adults

In order to study in IIE's 25+ lessons programs, an F-1 Student Visa is required. Students must first register for classes at IIE to receive an I-20 document to apply for an F-1 Student Visa.

Please provide to IIE (by email, fax, mail, or in person):

- Adult Application Form
- a photocopy of your valid passport
- a recent bank statement showing a minimum of \$2,200 per four weeks of study at IIE (additional funds required for dependents)

IIE will send you an invoice for payment to confirm registration.

Minimum payment:

- Registration Fee (non-refundable)
- Full Tuition Payment or Tuition Deposit \$500 (Deposit may be waived in special cases)
- Accommodation Placement Fee if housing requested (non-refundable)

When IIE receives the Registration Fee and Tuition payment or deposit, we will send you the I-20, your course confirmation, class information, and first day orientation schedule.

After you receive your I-20 from IIE, pay the SEVIS fee (I-901) of \$350. For more information on the SEVIS I-901 fee: <http://www.ice.gov/sevis/I901/index.htm>

Make an appointment at the U.S. embassy in your country for a Visa interview. Take the I-20 document, SEVIS I-901 receipt and your documents with you.

Payment for the remaining balance of your tuition and fees is due at least 6 weeks before your starting date.

## Payment of Fees

IIE accepts payment in the form of U.S. dollars, checks (U.S. banks), wire transfers, travelers checks (in person only), and credit cards (VISA/MasterCard/JCB). Credit Cards: 3 percent Administrative Fee added. Wire Transfers: Please add \$25 wire transfer fee to the amount. Contact IIE for Account Information.

## Health Insurance

Medical care in the U.S. is expensive. Students are strongly encouraged to arrange health insurance before arriving to U.S.

## Program & Policy Changes

IIE reserves the right to change programs and policies without prior notice.

## ATTENDANCE & CONDUCT POLICIES

It is the policy of IIE Hawaii that all students attend class every day in order to ensure academic excellence, readiness and consistency. Students with an F-1 visa must maintain 80 percent attendance per term for their visa to remain valid. All students who fail to consistently maintain 80 percent attendance, or who are absent 10 days consecutively, are subject to termination of enrollment and if applicable, immediate termination of F-1 visa.

## Leave Of Absence

A Leave of Absence may be granted for urgent personal reasons or family emergency. Students must leave the U.S. within 15 days of suspending studies, unless there are medical reasons for the leave (doctor's recommendation is needed). There is a maximum of two Leaves of Absences, not to exceed 60 days in total or 25% of total enrollment. If students do not return by the specified date, IIE's cancellation policy goes into effect.

## Vacation

F-1 students can take up to 2 week vacation after they have studied at IIE for at least four terms (16 weeks). Students can combine vacation time for a total of four weeks if they have studied at IIE at least 9 months. (Students in the Academic Year program are eligible for 2 weeks of vacation per academic year after they have studied for at least 2 sessions). Students must be enrolled at IIE a minimum of four weeks after the scheduled vacation. Vacation requests must be made four weeks before departure.

## English Only Policy

In order to encourage the use of English, IIE has a strict English Only Policy on the premises and on all school activities.

## Student Conduct & Dismissal

Students must comply with rules and code of conduct of school, including attendance and English Only policies. Students in continued violation after appropriate warnings will be dismissed with no refund on studies.

(Continued on Next Page)



# School Policies 2023

Special exceptions to policies may be made, if possible, for circumstances related to COVID and beyond the student's control

## PROGRAM CANCELLATION & REFUND POLICIES

Students that are registered through agents may have signed contracts through those agents and may have separate cancellation penalties, no-refund policies, or home-country-only conditions. All agent-student contract conditions will be confirmed by IIE prior to issuing a refund

### General Conditions

- Cancellations within 72 hours of application will receive a full tuition refund including Registration Fee.
- All course changes after the start of the program resulting in a reduced enrollment are subject to a \$150 program change fee.
- All cancellations are calculated at the regular (non-discounted) rate for the number of weeks completed. No partial week refunds.
- There are no refunds or credit for classes missed due to holidays, orientation, natural disasters or other circumstances beyond the school's control.
- Textbook & Materials Fees are not refunded once they are issued. (If student already has the same textbook, the student may request a refund of textbook charge within the first week of studies if the book is unused)
- **Adult Programs**
  - Cancellations, after 72 hours of application, but before start of program, will receive a full refund minus the Registration Fee and, if applicable, Express Mail or SEVIS fees. Special conditions apply to cancellations by students who enter the U.S. on an I-20 issued by IIE: no refund on the first six weeks.
  - Cancellations after start of the program are subject to the following restrictions. No refund on the first eight weeks of program. Cancellations before or at the mid-point of program will receive a refund on the weeks not completed after notification of cancellation. Cancellations after the mid-point of program will not be eligible for a refund.
  - Cancellations of program extensions after completing the initial program: cancellations before or at the mid-point of extension period will receive a refund on the weeks not completed after notification of cancellation. Cancellations after the mid-point of program extension period will not be eligible for a refund.
  - Cambridge Preparation Courses: above Adult Programs cancellation policies apply. In addition, after start of course, if the course is changed to a lower priced course, there is no refund for price difference. There is no refund on Cambridge Admin fee.
  - Students who are dismissed from IIE for violating attendance or disciplinary policies are not eligible for a refund on studies.
  - Refunds are issued within 45 days of cancellation.

### Kid-STEP & Teen-STEP

- Cancellations (after 72 hours of application) but before May 8, 2023: no refund on Registration Fee and 50% of Activity Fee (maximum \$500). From May 8, 2023: No refund on Registration Fee or Activity Fee
- After start of the program: no refund on any fees.

### Private English & Activity Lessons

- No refunds for cancellations less than seven days prior to the lesson. Schedule change requests must be made at least 48 hours in advance. There is no guarantee that the lesson can be rescheduled
- Lessons cancelled by the school will be refunded in full.

## ACCOMMODATION CANCELLATION & REFUND POLICIES

### General Conditions

- There is no refund on the Accommodation Placement Fee for any accommodation
- The term "cancellation" includes dates of accommodation that are deferred after confirmation.

### Shared Houses, Apartments & Student Residences

#### Lilikoi House Residence

- Cancellations received at least 60 days before check-in: full refund except Placement Fee.
- Cancellations received 30-59 days before check-in: no refund on Placement Fee and up to 4 weeks' rent penalty.
- Cancellations less than 30 days before check-in: no refund on Placement Fee and up to 8 weeks' rent penalty.
- After check-in, cancellations must be received at least 60 days in advance. No partial week cancellations

### Homestay

- Cancellations at least 14 days before check-in (Hawaiian time) will not be assessed a cancellation charge.
- Cancellations less than 14 days before check-in will be assessed 50% of the homestay fee (up to 50% of four-week homestay rate).
- Cancellations after check-in must be received at least 4 weeks in advance.
- Students requesting a different homestay after check-in must give 30 days' notice and pay a Re-Placement Fee of \$100.

### IIE Waikiki Student Condos

- Cancellations at least 60 days before check-in: 100% refundable except Placement Fee.
- Cancellations 30-59 days before check-in: no refund on first 4 weeks of stay and Placement Fee.
- Cancellations less than 30 days before check-in: no refund on the first 8 weeks of stay and Placement Fee.
- After check-in, cancellations must be received at least 60 days in advance. No partial week cancellations.

### Other Condominium & Hotels

- Refunds are calculated according to the policies of the individual rental establishment.
- There is a cancellation processing fee of \$100.

### Airport Transfer

- Airport transfer fees will be refunded if cancellation is received at least 14 days before arrival
- If flight details are not received at least 14 days before arrival, it is considered a cancellation of the requested airport transfer.



