



International Student Affairs and Travel Services (ISATS)

Start learning , impacting and exploring.

Liguanea Post Mall , Jamaica info@istatsjamaica.com
www.isatsjamaica.com

International Student Affairs and Travel Services (ISATS) Terms and Agreement | Refund Policy

GENERAL

The General Terms and Conditions set out by The International Student Affairs and Travel Services, referred to as ISATS JAMAICA, are intended to define the contractual obligations established between the Client and ISATS JAMAICA as well as the conditions of its (ISATS JAMAICA) services.

The terms and conditions are to be consulted on the website: www.isatsjamaica.com.

Hereafter, the text could be printed or saved as PDF.

The terms and conditions can be requested at any time. Send an email to **info@isatsjamaica.com** to request them in PDF.

Please read these Terms & Conditions carefully. All offers and / or reservations are subject to these Terms & Conditions. Performing an Internship/ Cultural Exchange program/Ambassador Program through ISATS JAMAICA.

All ISATS JAMAICA Clients are obliged to act in accordance with the rules and regulations established by this legal agreement.

The Partner refers to any company, organization, natural or legal person employed or used by the International Student Affairs and Travel Services for its services (example: Accommodation Company, Partner Internship Company, Approved Government Cultural Exchange service providers and any other service providers we may collaborate with in order to provide services to you our client).

The following Terms and Conditions will apply exclusively to the current and future business relationships between the International Student Affairs and Travel Services (ISATS) and you

YOUR FULL NAME



International Student Affairs and Travel Services (ISATS)

Start learning , impacting and exploring.

Liguanea Post Mall , Jamaica info@istatsjamaica.com

www.isatsjamaica.com

REGISTRATION

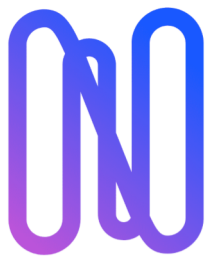
- **ALL** applications received on the company's registration portal gets immediate processing. **REGISTRATION FEE of JAS\$2,500 IS NON-REFUNDABLE**
- Incomplete documents will **NOT** be processed. The longer the applicant takes to correct or submit documents, the longer the vetting process will take.
- The Intern/participant must provide his/her CV in an editable format (Word, Power Point etc.), in English, Spanish or French, depending on the chosen destination.
- The Intern/participant's level of English must be suitable enough to intern abroad.
- The Intern/participant agrees to provide all the necessary information and communicate any information that may affect the smooth running of the Internship, the stay or the placement process.
- The International Student Affairs and Travel Services reserves the right to refuse applications if:

The Intern/participants fails to provide the requested information within an acceptable timescale

The Intern/participant has a criminal conviction for a serious offence or for one which is incompatible with the Intern/participant chosen destination

Anything that makes the Intern/participant unsuitable for the chosen destination or placement(s)

I-SATS JAMAICA reserve all rights to reject the application of any person deemed unsuitable for the Internship Program and this at its own discretion.



International Student Affairs and Travel Services (ISATS)

Start learning , impacting and exploring.

Liguanea Post Mall , Jamaica info@istatsjamaica.com

www.isatsjamaica.com

JOB PLACEMENT AND PLACEMENT FEE

- Job Placements are based on the applicant's attitude, suitability, successful job interview (if required) and availability. Therefore, your choice of program or job is not a guarantee.
- You will be paid in accordance to the specific country's employment laws regarding minimum wage , hours and overtime.
- In the event of visa denial and or program disruption/cancellation due to unforeseen events all participants are entitled to a **75% refund of placement fees.**
- Placement fees are usually charged for Work related programs such as (J1 Programs , Internship Program, Work Programs in Europe , Work and travel etc.)
- Placement Fees for the aforementioned programs are between **USDS\$200-USDS\$300** but will not exceed JA\$40,000

Refunds may be granted to participants for the unforeseen events below:

- *Medical Issues
- *Travel Restrictions
- *Accidents
- *Natural Disaster
- *International Political affairs/ Imposed National Emergencies

REFUNDABLE FEES FOR PAYMENT PLAN

- If an applicant requests a refund of all payments made on their installment/payment plan, they are entitled to a **full 100% refund** of all monies less registration fee provided that the **sponsor(s)/partner has not received any documents/ payment.**



International Student Affairs and Travel Services (ISATS)

Start learning , impacting and exploring.

Liguanea Post Mall , Jamaica info@istatsjamaica.com
www.isatsjamaica.com

- **Please note that under this section processing of refund may take 2-8 weeks. If there is a delay in reimbursement from ISAT JAMAICA OR the international partner, the applicant will be notified immediately.**

MISCELLANEOUS FEES

- The Applicant signing this document understands that there may be additional fees that are not reflected in the initial program fee. Some of these fees may result from unforeseen situations and is a requirement by the Sponsor/our partner.
- These fees may include change of housing arrangements, or if an applicant request changes to his/her program , requesting additional services the partners will charge a fee.
- ISATS reserves the right to change prices. However, the services are charged on the basis of the rates in effect at the date of the Client's registration. The Program fee are quoted in United States dollars , however placement and registration fees are quoted in Jamaican Dollars which include all taxes.
- All prices do not include airfares, visa costs, excess baggage, airport taxes, food, public transport, taxi transfers or the monthly rent of the accommodation.

The Parties agree to the terms and conditions set forth above as demonstrated by their signatures as follows:

“CLIENT”

Signed: _____

By: _____

Date: _____

“ISATS JAMAICA AGENT ”

Signed: _____

By: _____

Date: _____