



Brookewood School Tuition Reimbursement Policy for International Students for the 2020-2021 School Year.

April 11, 2020

Brookewood School appreciates the opportunity to serve international students and their families and to have them in our school community. We recognize the importance of operating with a global perspective, particularly in response to the COVID-19 pandemic. While we hope the following policies are not needed, we remain committed to supporting our students and families.

Fall 2020

- If our campus remains closed and/or a travel ban is in place impacting students' ability to travel to campus we will provide distance/virtual learning for the start of the 2020-2021 school year.
- If our campus opens but a travel ban is in place impacting students' ability to travel to the campus to integrate themselves into daily classes, a school administrator will be appointed as the point of contact between each student and his teachers to help students keep pace with their classes.
- The school's administration will consider and evaluate late arrival requests on a case-by-case basis throughout the summer. When evaluating late arrival requests, Brookewood School will consider recommendations from local, state, and federal government and health agencies.

Tuition Refunds and Credits

- As Brookewood School will continue to offer distance/virtual learning opportunities for students, allowing them to work towards requirements of their diploma, we will not issue full refunds for tuition or tuition deposits.
- Should any student not be able to access distance/virtual learning, Spring 2021 deferral will be advised.
- If a student applies for and is denied a VISA twice or more, a tuition refund will be considered. Students may also choose to secure their place at Brookewood School by deferring their admission, and tuition will be credited to the following school year. Families must provide written documentation of scheduled VISA appointments and denial letters.

Summer 2020 Travel Policy and Residential Solutions

- Brookewood School strongly advises students to stay in the US at their current host family until travel restrictions are lifted.
- For students in school-run homestay/boarding, please reach out to Glencora Pipkin (gpipkin@brookewood.org) for assistance and pricing and further details.