



Welcome to the International Language Institute of Massachusetts!

We would be delighted to have you study English in our Intensive English Program. Since 1984 the International Language Institute has earned a distinguished international reputation for its excellent language and teacher training programs. ILI is a small, unique school with a warm and friendly staff. We make every effort to create a comfortable and relaxed environment that helps students to feel more at home. With 4 colleges and a major university within 16 kms of ILI and many opportunities to attend lectures and cultural events, Northampton is the perfect place to study English.

ILI serves students in academic, business and practical English. Classes are small (maximum of 12) and students receive individual attention. We offer Intensive English courses 47 weeks each year with start dates once a month. Business English students can enroll for as little as one week and work individually with a private instructor. In addition, Intensive English Program students have access to effective pronunciation software in our computer lab, trained volunteer community tutors and can live with American hosts who are within walking distance to the school or on a convenient bus route.

After completing our University Pathways Program, graduated students may choose to transition to one of our twelve [University Pathways Partners](#) offering conditional acceptance to qualified students.

Each student's level of English is evaluated on the first day of classes. Throughout the program you and your instructor track your progress and at the end of the program you will receive recommendations for future study. All students who attend 80% of the program will receive a certificate of completion.

If you have any questions, you can reach me by phone at (413) 586-7569 ext. 117, e-mail: macey@ili.edu or fax (413) 586-8927. I look forward to working with you.

Sincerely,

Macey Faiella

Macey Faiella
Director of English Programs





SCHEDULE OF FEES

Non-refundable fees to be paid with your application:

<input type="checkbox"/>	Registration fee:	\$200
<input type="checkbox"/>	SEVIS Fee (I-20 students only)	\$200
<input type="checkbox"/>	Home-stay Placement Fee	\$125
<input type="checkbox"/>	Express Mail Fee (recommended for I-20 students)	\$75
<input type="checkbox"/>	Wire Transfer Fee (only if paying by bank wire)	\$20

Fees due on the first day of class:

REQUIRED FEES:

<input type="checkbox"/>	Tuition*	\$1400 per month
<input type="checkbox"/>	Materials	\$150 (one-time fee)

OPTIONAL FEES:

<input type="checkbox"/>	Homestay without meals*	\$165 per week
<input type="checkbox"/>	Homestay with meals*	\$240 per week
<input type="checkbox"/>	Health Insurance* (required if you do not have a policy)	\$65 per month
<input type="checkbox"/>	Airport Transportation (from Bradley International, Hartford, CT)	\$60 (one-way)
<input type="checkbox"/>	Airport Transportation (from Logan International, Boston, MA)	\$260 (one-way)

Optional day, weekend and evening activities may be offered for an additional fee.

**For students staying longer than one month, tuition, insurance, and home stay fees can be paid on a monthly basis.*

A typical one month program including initial fees, tuition, insurance and home stay without meals costs ~\$2,800. Additional months, add ~\$2,120.



PERSONAL INFORMATION: Please write or type clearly on the line above the section

FAMILY (LAST) NAME FIRST (GIVEN) NAME MALE FEMALE

COUNTRY AND CITY OF BIRTH NATIONALITY DATE OF BIRTH (Month/Day/Year) NATIVE LANGUAGE

ADDRESS: Home Country

STREET ADDRESS CITY POSTAL CODE COUNTRY

TELEPHONE E-MAIL

EMERGENCY CONTACT NAME COUNTRY CODE/TELEPHONE E-MAIL

ADDRESS: U.S. If you are currently living in the U.S.

STREET ADDRESS CITY POSTAL CODE

TELEPHONE E-MAIL

EMERGENCY CONTACT NAME TELEPHONE E-MAIL

HOW I HEARD ABOUT ILI: Friend _____ Agency _____ University _____
Internet _____ Other _____

STARTING DATE

I wish to study for _____ months. I plan to start my classes on ____ / ____ / ____ I plan to finish my classes on ____ / ____ / ____
MONTH DAY YEAR MONTH DAY YEAR

Please choose your level of English on page 4 (Level Self-Assessment)

F-1 STUDENT VISA REQUEST

- Will you need a Form I-20 to apply for an F-1 Student Visa? YES NO
- Are you a transfer student? YES NO

To request an I-20, please submit the following documents with this application:

- Copy of your passport that includes name and date of birth.
- Proof of financial ability: A bank letter or statement showing enough money is available to cover your tuition and living expenses. The amount you need to show on the bank statement is as follows:
 - One month program: \$3000
 - Two month program: \$5400 (for each additional month you plan to study, add \$2400 to the total)
- Please also include a sponsor letter of support if the bank statement is not your own.

Please send my Form I-20 by Express Mail for an additional fee of **\$75**

Please send my Form I-20 by regular mail for no additional cost.



LEVEL SELF-ASSESSMENT: Please choose your level by checking the appropriate box:

- Beginner*:** I have no understanding of English and cannot ask or answer basic questions.
- A1 Elementary*:** I can understand and use basic vocabulary and short phrases in everyday situations.
- A2 Upper Elementary:** I can engage in simple conversations and write sentences about familiar topics. (TOEFL iBT = 0-40 / IELTS = 2-3)
- B1 Intermediate:** I can communicate effectively in most social, work, and school situations with some errors and some limitations. I can write and speak using most common grammatical structures and some academic and professional language, with some errors. (TOEFL iBT = 40-70 / IELTS = 3-4.5)
- B2 Upper Intermediate:** I can easily communicate about familiar and unexpected topics in most situations using complex grammatical structures and appropriate academic and professional language. I can read books, write essays, and converse with independence. (TOEFL iBT = 70-95 / IELTS 4.5-6.5)
- C1 Advanced:** I can speak, read, write and listen in collaboration with native speakers in most professional and academic situations with few grammatical errors and without strain. I can use a wide range of idioms and expressions. (TOEFL iBT 95-120 / IELTS 6.5-8.0)

ILI staff will confirm your level on the first day of the program through a grammar test, a speaking interview and a writing sample.

***Beginner and A1 Elementary classes are not available without a minimum enrollment of 4 students.**

Fewer than 4 students at this level receive 10 hours of semi-private tutorials as well as afternoon classroom and Open-Book instruction.

If there are 3 students at this level, the weekly price is \$350. If there are 2 students at this level, the weekly price is \$450. If there is one student at this level, the weekly price is \$550.

WRITING SAMPLE

Please write a short paragraph about yourself in English. What do you do? Why do you want to come to the U.S.? What will you do in the future? If you can use the past tense, describe something from your past. (The total writing sample should be between 75 and 100 words.) If you are choosing a home-stay option, your host will receive a copy of your writing sample. Please include as much information about yourself as possible.



HOME-STAY REQUEST

NO, I do not wish to have ILI arrange a home-stay for me.

I will stay with: _____

My U.S. address is: _____

YES, please arrange a home-stay for me during my studies at ILI.

A non-refundable home-stay search fee of \$125 must be included with your application.

Please arrange my home-stay for _____ months. Arrival Date: _____ / _____ / _____ Departure Date: _____ / _____ / _____
MONTH DAY YEAR MONTH DAY YEAR

If you choose a *Home-stay, please answer the following:

I prefer a home-stay with meals included (\$240/week)

I prefer a home-stay without meals (\$165/week)

I smoke. YES NO (ILI cannot guarantee accommodations for those who smoke).

I am allergic to the following: _____

I can live in a home with pets (cat or dog). YES NO (Many families have a cat and/or a dog as a pet)

I can live in a home with young children. YES NO

I can ride a bike. YES NO I will have a car. YES NO

Special requests: _____

AIRPORT PICK-UP

Please arrange for a car to meet me at the airport and take me to my home-stay.

Bradley Int'l., Hartford, CT (\$60) Logan Int'l., Boston, MA (\$260) Fee must be included with your application.

You must complete and give the following information to ILI at least two weeks prior to your arrival:

Airline: _____ Departure Airport: _____ Arrival Airport: _____

Flight No.: _____ Arrival Date: _____ / _____ / _____ Arrival Time: _____ AM PM
MONTH DAY YEAR

STUDENT HEALTH INSURANCE

YES, I will purchase medical insurance through ILI. (Provided by HCC Medical Insurance Services for \$65 per month.)

For more information, go to: <http://www.ili.edu/wp-content/uploads/2013/05/ili-student-insurance-info.pdf>

NO, I have my own medical insurance and will provide ILI with proof of insurance upon arrival.



FEES WORKSHEET

FEES TO BE SENT WITH APPLICATION			FEES TO BE PAID ON THE FIRST DAY OF CLASSES		
Registration fee	\$200	\$200	Tuition	\$1400 x _____ = (# of months)	
SEVIS fee (I-20's only)	\$200		Materials fee	\$150	\$150
Home-stay Placement fee	\$125		*Home-stay with meals	\$240 x _____ =	
Express Mail fee	\$75		*With kitchen access	\$165 x _____ = (# of weeks)	
Wire Transfer fee (if paying by wire)	\$20		Health Insurance	\$65 x _____ = (# of months)	
Total (to be sent with application)			Airport Transportation		
			Hartford, CT	\$60	
			Boston, MA	\$260	
			Total (to be paid on first day)		

METHOD OF PAYMENT

- I am sending a deposit of \$ _____ along with my documents and application.
- CHECK or MONEY ORDER for: \$ _____
- CREDIT CARD Number: _____ Expiration Date: _____ / _____
MONTH YEAR
- 3 digit security code: _____ I authorize ILI to charge my credit card in the amount of US \$ _____

Name of card holder

Signature of card holder

- Wire Transfer:
- Bank of America**
144 Main Street
Northampton, Massachusetts
Bank Account Number: 004633374060
Wire Transfer Routing number: 026009593
SWIFT: BOFAUS3N
ACH number for electronic funds transfer: 011000138

By signing this document below I confirm that I understand all the information in this application, including fees and refund policy.

Student's Signature



CANCELLATION POLICY

1. If you withdraw prior to the start of class, we will refund any tuition and any refundable fees paid in advance. However, non-refundable fees including, but not limited to, the registration, SEVIS, homestay placement, wire transfer and express mail fees will be retained by ILI. (See page 5 of this application for a list of non-refundable fees.) Your refund will be processed within 30 days of your cancellation date.
2. In case of visa denial, same as above (refund will be issued within 30 days of notification.) However, non-refundable fees including, but not limited to, the registration, SEVIS, homestay placement, wire transfer and express mail fees will be retained by ILI.
3. If you postpone your course, you must notify us at least two weeks in advance of the starting date. If you cancel your course after you have postponed it, ILI will retain all non-refundable fees including, but not limited to, the registration, SEVIS, homestay placement, wire transfer and express mail fees. However, any tuition paid will be refunded. A new application with full payments and a new set of non-refundable registration, SEVIS, homestay placement, wire transfer and express mail fees must be completed if you need to postpone for more than three months.
4. There is no monetary compensation made for instruction lost because of emergencies or bad weather occurring during the program, however additional sessions may be offered on Friday afternoons to compensate for lost class time.
5. If you cancel prior to the course start date but after arrival in the US on an ILI-issued Form I-20, it will result in forfeiture of tuition, and any associated accommodation fees, equal to 4 weeks. In addition, you will forfeit the non-refundable fees including, but not limited to, the registration, SEVIS, homestay placement, wire transfer and express mail fees. In all cases, if you withdraw at anytime during the program, the first four weeks of tuition and the above-mentioned non-refundable fees will be retained by ILI. ILI will refund any remaining tuition paid, minus the first four weeks, minus additional weeks during which you were enrolled, and minus any partial week during which you were enrolled at least one day. Refunds will be issued within 30 days of notification.
6. If you leave due to a personal emergency, but plan to return to ILI within 12 months time, the unused portion of that month's tuition will be credited toward your returning to the school. However, a new application with a new set of non-refundable registration, SEVIS, homestay placement, wire transfer and express mail fees must be completed if you need to postpone for more than three months.
7. No refunds will be made if you are asked to leave the program due to violations of ILI's disciplinary and/or attendance policies or local, state or federal law.
8. **If you withdraw from the home-stay program before the agreed upon departure date and do not give two weeks notice, ILI will retain 2 additional weeks of housing fees and refund any remaining balance you paid.**

ILI prohibits discrimination on the basis of race, color, creed, gender, gender identity, age, marital status, national origin, mental or physical handicap, political belief or affiliation, membership or non-membership in any organization, or veteran status in any aspect of the administration or treatment of students or in employment. ILI is committed to ensure that all of its services are accessible to qualified persons with disabilities in accordance with the Americans with Disabilities Act.

ILI is accredited by the Accrediting Council for Continuing Education and Training and the International Association of Language Centres and a member of the American Association on Intensive English Programs

Please sign and date to verify that you have read and understand ILI's Cancellation and Refund policy.

Student Signature

Date



SAMPLE SPONSOR LETTER

(SPONSOR'S NAME AND ADDRESS)

Date:

Macey Faiella
IEP Admissions Coordinator
International Language Institute of Massachusetts
17-25 New South Street
Northampton, MA 01060

Dear Ms. Faiella:

(Sponsor's name), would like to sponsor (student's name), my (son/daughter/relative friend) for study in The International Language Institute's Intensive English Program from (beginning date) to (ending date). I/We agree to cover the cost of his/her tuition, fees and living expenses during his/her stay with the International Language Institute.

If you have questions or need more information, please contact (name of person to contact) at (phone numbers) or (email address of sponsors).

Sincerely,

(name and signature of sponsor)

(name and signature of notary public with seal)

**A bank letter or statement (with your name on it) must
be included with your application.**