



**WINNIPEG**  
**Mennonite**  
**Elementary & Middle Schools**

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CENTRAL OFFICE

250 Bedson Street, Winnipeg, Manitoba, R3K 1R7

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26 Agassiz Drive, Winnipeg, Manitoba, R3T 2K7

Ph: 204.261.9637, Fax: 204.275.5181

Superintendent/CEO: Lawrence Hamm

Business Manager: Susan Schmidt

[www.wmems.ca](http://www.wmems.ca)

### WMEMS International Student Refund Policy

1. International student application fees (\$220.00) are non-refundable.
2. Once a student is accepted, all fees must be paid in full. This includes the international student fee, regular tuition fee and transportation fee (if applicable).
3. If a student who is accepted and has paid all of their fees withdraws before attending our school, WMEMS will refund 90% of the fees paid.
4. If a student who is accepted and has paid all of their fees withdraws within 30 days of their first day of classes, WMEMS will refund 80% of the fees paid.
5. If a student who is accepted and has paid all of their fees withdraws after 30 days of attending classes, no refunds will be given. WMEMS will retain all of the fees it has been paid.
6. All requests for refunds must be made in writing and forwarded to our Business Manager. Requests must include name of original party who paid the fees, address and reason for withdrawal.

Train up a child in the way they should go, and when they are old they will not depart from it.

Proverbs 22:6