Academic Writing
Technology Changing Lives
Culture in Our Globalized World
Advocating for Our Education
Pop Culture, Analysis, and Research
Literary Criticism: Dissecting Theme
Leveraging Persuasive Rhetoric

Scholars
Histories and Colonial Legacies
Conflicts and Controversies Around the World
Economics: Big and Small
The Challenges of Governance
Scientific Progress: Stopping to Consider If We Should
Lawyers in Training

Public Speaking and Debate I / II
Admissions Consulting
Introduction to Personal Statement

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DISCOUNTS AVAILABLE
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• Multiple Course Discounts and more.

info@capstoneprep.com  www.capstoneprep.com
Secondary Center: 2/F, One Hysan Avenue, Causeway Bay, Hong Kong  2893 6060
QUICK GUIDELINES
for program selector for your child:

For new and former students, please call or email to book an assessment time for your child.

**Primary assessment** is 45-60 mins long.
**Secondary assessment** is 120 mins long.

**Additional 15-min Interview requirement:**
- Students interested in joining the Public Speaking and Debate program must also schedule a 15-min interview with our debating instructor.

**Incoming Grade 1 and 2 students** for September 2019 should refer to Grade 1-2 programs
**Incoming Grade 3 and 4 students** for September 2019 should refer to Grade 3-4 programs
**Incoming Grade 5 and 6 students** for September 2019 should refer to Grade 5-6 programs
**Incoming Grade 7 students** for September 2019 should refer to the Secondary programs offered. Secondary assessment is needed and arranged at the Secondary center.
**Incoming Grade 8 to 12 students** for September 2019 should refer to the Secondary programs offered.

Final course recommendations are given after completion of the assessment.
Capstone students who are currently enrolled will receive summer course recommendation from their instructors via email or you may call to inquire.
Academic Writing I – Introduction to Academic Writing: Technology Changing Lives

This abridged version of our Academic Writing program, designed for new students, provides a crash course on the three main writing genres that secondary students encounter at school: persuasive, descriptive, and expository. Students will develop the tools necessary to research and write essays that are well-organized, clear, and persuasive, and will learn how to use descriptive techniques skillfully to create powerful written images. Students will be challenged with texts that require them to exercise their critical thinking and employ careful analysis to come to their conclusions. In addition to giving students the skills they need to master the three genres, lessons will emphasize the importance of effective planning, editing, and revising.

Course Highlights:
- Learn the genre conventions for the main genres found in Secondary School, through an emphasis on the writing process
- Practice their reading and writing through the engaging topic of technology
- Produce three polished pieces of writing: two essays and a descriptive piece

Duration: 2.5 hrs x 6 lessons | Class size: 8-10

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Course fee: $7,350

Application will be processed on a first-come-first-served basis. Course schedule and fee are subject to change without advance notice.
Academic Writing I – Introduction to Academic Writing: Culture in Our Globalized World

This abridged version of our Academic Writing program, designed for new students, builds on the fundamentals covered in Introduction to Academic Writing - Technology Changing Lives. With a continued focus on three main writing genres: persuasive, descriptive, and expository, this course is also appropriate for new students who did not attend the earlier one. Students will receive further practice writing formal and well-researched expository and persuasive essays, as well as use emotive descriptive writing to convey their ideas. In addition to writing practice, the course will offer reading practices that require accurate comprehension, critical thinking, and careful analysis. This course will continue to teach students the value of the writing process, as they will be required to plan, draft, and revise their work.

Course Highlights:
- Practice the fundamental conventions of major writing genres found in Secondary School
- Explore the salient topic of culture in a world that is globalizing faster and faster each year
- Produce three polished pieces of writing: two essays and a descriptive piece

Duration: 2.5 hrs x 6 lessons | Class size: 8-10

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Academic Writing II – Advocating for Our Education

This specialized Academic Writing course will guide skilled writers through the process of writing a sophisticated persuasive paper relating to contemporary education problems. Students will develop their ideas into complex theses, construct detailed outlines, and interrogate their writing for clarity and concision. Students will analyze complex reports and editorials in order to produce stronger works which persuade critical audiences, thereby improving their critical reading skills.

Course Highlights:

- Learn sophisticated persuasive strategies that help students improve the efficacy of their writing
- Explore pressing contemporary educational problems
- Practice all aspects of the persuasive writing process through a rigorous assignment that will require them to brainstorm, draft, and revise their work to produce a polished final piece

Duration: 2.5 hrs x 6 lessons | Class size: 8-10

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Course fee: $7,350

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Academic Writing II – Pop Culture, Analysis, and Research

Through this specialized Academic Writing course, skilled writers will develop an analytical research paper that explores popular culture through a critical lens. Following intensive research, students will experiment with ways to link their findings logically in order to present complex analytical conclusions clearly. To guide students through this process, the class will read analytical papers and learn various organizational patterns. Additionally, students will edit and revise early drafts to produce polished and sophisticated papers.

Course Highlights:
- Learn to research strategically, thus refining their critical analysis
- Explore contemporary culture through challenging reading and writing tasks
- Practice all aspects of the expository writing process through a rigorous assignment that will require them to research, analyze, outline, draft, and edit to produce a polished final piece

Duration: 2.5 hrs x 6 lessons | Class size: 8-10 
Course fee: $7,350

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Academic Writing III – Literary Criticism: Dissecting Theme

This specialized Academic Writing course will guide skilled writers through the process of writing a sophisticated literary criticism essay, with a particular focus on how a consideration of theme can center one’s analysis. Approaching a literary work is a demanding task, so the course will provide students with a framework which will help them do so confidently and independently. Students will be able to use this framework in schoolwork as well as in an examination setting when they are required to respond to a text independently. The course will also explore the significance of textual evidence and appropriate literary terminology. Having grasped the main ideas they wish to convey, students will develop their ideas into complex theses, construct detailed outlines, and write thorough drafts.

Course Highlights:
• Learn an independent approach to literary analysis that allows them to respond to a text when given little to no guidance
• Practice their critical thinking skills through a careful examination of theme and textual evidence
• Follow the writing process to brainstorm, outline, and edit carefully to synthesize their findings in a polished literary criticism essay

Duration: 2.5 hrs x 6 lessons | Class size: 8-10                      Course fee: $7,350

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Academic Writing III – Leveraging Persuasive Rhetoric

Through this specialized Academic Writing course, skilled writers will interrogate the persuasive writing methods they are familiar with in order to analyse how persuasion is used in their everyday lives, and how they can use it in their schoolwork and beyond. Students will experiment with ways to express themselves to best effect when confronted with various audiences and scenarios. To guide students through this process, the class will read in-depth reports and weigh opposing texts to come to carefully considered conclusions and to determine which techniques are the most compelling. Additionally, students will edit and revise early drafts to produce polished and sophisticated papers.

Course Highlights:
- Evaluate which persuasive methods are more effective in various situations
- Engage their critical thinking skills by reading complex reports, editorials, and opposing texts
- Discuss their ideas with the teacher and classmates to first brainstorm and outline, before writing and editing their work to produce a polished persuasive piece

Duration: 2.5 hrs x 6 lessons | Class size: 8-10

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Course fee: $7,350

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Scholars I – Scholars Fundamentals: Histories and Colonial Legacies

The Scholars Program focuses on improving students’ knowledge of the world while building persuasive and presentation abilities within an interactive classroom environment. In this intensive, we will use a variety of discussion and presentation formats to help students new to the Scholars Program explore topics relevant to understanding the modern world, along with targeted practice of skills such as persuasive writing, public speaking, logic, and problem solving. Course content comes from a wide range of sources, including media outlets such as The Guardian, technical papers, and Capstone-created case studies. After processing, questioning, and analyzing complex information, students in this course are then expected to synthesize and present their thoughts on what they have learned using the aforementioned presentation styles and guided discussion.

Course Highlights:

- Investigate the complex history of colonization and analyze its lasting impacts
- Receive a comprehensive overview of formal presentation formats and persuasive speaking skills
- Participate in activities that promote structured logical argumentation

Duration: 2.5 hrs x 6 lessons | Class size: 8-10

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Course fee: $7,350

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Scholars I – Scholars Fundamentals: Conflicts and Controversies Around the World

Appropriate for students new to the Scholars Program, this intensive course builds on the core skills covered in Scholars Fundamentals - Histories and Colonial Legacies. This course will continue to focus on the development of persuasive writing, public speaking, logic, and problem solving, and is also appropriate for new students who did not attend the earlier intensive. Students will delve further into their understanding of the world by analyzing global challenges faced by 21st century society. Through a combination of both discussion and presentation formats, students will explore specific conflicts and controversies as case studies, while also being presented with a wide range of sources to further test and develop their ability to process complex information. Students are then expected to synthesize and present their thoughts on what they have learned using the persuasive and public speaking skills covered in the course.

Course Highlights:
- Learn basic strategies for creating logical arguments and problem-solving frameworks
- Practice their critical thinking skills through guided discussions covering contemporary conflicts
- Apply their analysis in the form of presentations and written assignments

Duration: 2.5 hrs x 6 lessons  |  Class size: 8-10

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Scholars II – Economics: Big and Small

This topical Scholars course will present students with the fundamental concepts needed to understand micro and macro economics. We will begin with the small: an examination of the concept of money, supply and demand curves, and what it may mean to run a small business. We will then progress to the big: what is market regulation, intra-country trade, as well as international economic development and the IMF. Throughout the unit, students will be required to draw on their Scholars skills of critical thinking and persuasive speaking. In addition, they will practice negotiation, risk analysis, and behavior prediction. Each lesson will culminate in a synthesis of the concepts learned that day as well as targeted skill practice.

Course Highlights:

- Engage with crucial economics principles in simulated real-world settings
- Employ the critical thinking and speaking skills they already have while building on them through negotiation, risk assessment, and careful foresight
- Produce spoken and written work that clearly expresses their understanding of the concepts covered in the lessons

Duration: 2.5 hrs x 6 lessons | Class size: 8-10

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Scholars II – The Challenges of Governance

In this topical course, we will analyze regional crises facing governments today. We will take an interdisciplinary approach to this complex topic by looking at the economic, sociological, and political aspects of our selected countries. Having unpacked these issues in greater depth, we will apply persuasive writing and public speaking skills to argue various viewpoints. Course content comes from a wide range of sources, including media outlets such as the South China Morning Post, educational videos, and Capstone-created case studies. Students will learn to both evaluate and present with greater nuance and confidence.

Course Highlights:
- Strengthen their analytical and argumentation skills
- Gain topical knowledge on economic, political, and social relationships around the world
- Complete assignments designed to solidify persuasive writing and speaking techniques, and improve the depth with which students explore their ideas

Duration: 2.5 hrs x 6 lessons | Class size: 8-10

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Application will be processed on a first-come-first-served basis. Course schedule and fee are subject to change without advance notice.
Scholars III – Scientific Progress: Stopping to Consider If We Should

This course delves into the ethics of science and will provide advanced students with a platform to perform in-depth critical analyses and present their ideas on complex science-related issues. While speaking style is still critiqued, the primary focus of this course is to deliver challenging material for students to discuss while cultivating more advanced aspects of thinking such as logical progression, devil’s advocate considerations, optimal decision-making, and rhetorical strategies. In each class, students are introduced to a current ethical debate in science and are then guided by the instructor to explore the legal, economic, business, political, and/or moral ramifications of the issue. Students who commit to this course will gain a wide-ranging critical thinking methodology that can be applied in both their current academic and future professional environments.

Course Highlights:
- Receive comprehensive practice with an increased variety of evidence types and rhetorical strategies used in persuasive speech
- Conduct in-depth exploration of topical ethical debates, going into context and nuances
- Participate in activities designed to further develop and improve quick thinking and impromptu speaking

Duration: 2.5 hrs x 6 lessons  |  Class size: 8-10  |  Course fee: $7,350

<table>
<thead>
<tr>
<th>Term</th>
<th>Class Code</th>
<th>Dates</th>
<th>Day of week</th>
<th>Class time</th>
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<td>SATJU1902</td>
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Application will be processed on a first-come-first-served basis. Course schedule and fee are subject to change without advance notice.
Scholars III – Lawyers in Training

This is a topical course that provides a preliminary overview of legal principles and different areas of law, as well as an introduction to what it means to be a lawyer. Students will strengthen their abilities to think critically and employ advanced rhetorical strategies while debating complex legal issues. This course delivers unique material for students to discuss while simultaneously teaching strategies for persuasion. During each class, students will be introduced to a fresh legal issue with conflicting dilemmas and, with the instructor’s assistance, will explore various approaches to addressing the issue. This comprehensive analysis work will then be complemented by the development of exemplary presentation skills. Ultimately, throughout this course, students will practice the thinking and speaking skills necessary for academic success and effective leadership.

Course Highlights:
- Approach problems systematically and creatively with the help of legal frameworks
- Build intricately structured arguments utilizing convincing evidence types, rhetorical strategies, and impact statements
- Craft and deliver polished and persuasive arguments on a variety of legal concepts and cases

Duration: 2.5 hrs x 6 lessons  |  Class size: 8-10  |  Course fee: $7,350

<table>
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<tr>
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Application will be processed on a first-come-first-served basis. Course schedule and fee are subject to change without advance notice.

info@capstoneprep.com  |  www.capstoneprep.com  |  2893 6060
Public Speaking and Debate I

The intensive course is designed for debaters who have little to no previous debate experience. The beginning of the course will focus on technical strategies and conventions of speech, such as presentation skills, emotive reading, improvisation, and persuasion strategies. By practicing basic speaking skills, students will develop the frameworks needed to succeed in debate. Additionally, students will learn about global social issues that affect different stakeholder groups. This content knowledge will then be used in debate practice. During each lesson, instructors will work closely with students on style, presentation clarity, and rebuttal logic, helping them to hone their debating abilities. The course will introduce the mechanics of the British Parliamentary (BP) system through regular simulations that come with personalized feedback and simulation verdicts. Students interested in joining the intensive program must first complete an interview with our debating instructor.

Course Highlights:

- Review the fundamental skills of persuasive speaking and learn BP debate structure
- Build their presentation and public speaking skills through exposure to debate
- Learn and discuss relevant concepts from economics, world politics, philosophy, and beyond

Duration: 2 hrs x 8 lessons | Class size: 8-10

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Course fee: $7,840

Application will be processed on a first-come-first-served basis. Course schedule and fee are subject to change without advance notice.

info@capstoneprep.com  www.capstoneprep.com  2893 6060
Public Speaking and Debate II

The intensive course is designed for debaters who have significant debate experience. Every lesson, students will learn about various contemporary issues to discuss stakeholders, frameworks, and solutions. Throughout the course, instructors will work closely with students on style, presentation clarity, information development, strategy, and rebuttal logic, helping them to maximize their debating abilities and effectiveness. They will also consider advanced strategies that will help them be more competitive within tournaments. The course will emphasize a lot of practice that comes with personalized feedback and simulation verdicts. Students interested in joining the intensive program must first complete an interview with our debating instructor.

Course Highlights:
• Drill crucial debate skills and receive immediate feedback from the instructor
• Develop and practice advanced debate strategies that will help them be more competitive and confident when trying out for any debate teams or participating in competitions
• Debate on motions and themes adapted from major European and US debating competitions, thus getting exposure to an international standard of debating

Duration: 2 hrs x 8 lessons  |  Class size: 8-10  |  Course fee: $7,840

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Application will be processed on a first-come-first-served basis. Course schedule and fee are subject to change without advance notice.
G10-12 Admissions Consulting – Introduction to the Personal Statement

In an increasingly competitive admissions landscape, personal essays have become paramount components to any application. Whether it be for university admissions to the US or the UK, it is now more essential than ever that students use their writing to present their best selves in their applications. This course is designed to teach students how to highlight their unique experiences, skills, achievements, and passions to prospective schools. Taught by Capstone admissions consultants, this introductory course will provide an overview of the UK UCAS Essay, the US Common App Essay and common supplementary essays. Students will brainstorm, draft, and edit their own personal statements for organization and style while using past successful personal statements and Capstone-generated resources to fine-tune their messages. As students begin to develop their own voices and their own stories, Capstone admission consultants will provide professional and tailored feedback to written work. By the end of the course, students will have working drafts of a US Common App essay, a UK UCAS essay, and a general supplement essay.

Course Highlights:
- Understand the mechanics of personal writing
- Utilize writing techniques to create original and compelling stories
- Receive immediate feedback on their writing tasks from a Capstone admissions consultant

Duration: 2 hrs x 8 lessons  |  Class size: 8-10  |  Course fee: $8,800

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Application will be processed on a first-come-first-served basis. Course schedule and fee are subject to change without advance notice.
Special Offers for 2019 Summer Intensive Program

Discount Offer 1:
- **Early Bird Discount**
  - Term 1: Students who enroll and pay on or before May 31, 2019 will receive a $300 discount
  - Term 2: Students who enroll and pay on or before June 14, 2019 will receive a $300 discount
  - Term 3: Students who enroll and pay on or before July 12, 2019 will receive a $300 discount

- **Sibling Discount**
  Siblings who enroll in the Summer Intensive Program concurrently will receive a maximum up to $300 discount from the course enrolled for a family.
  Note: Sibling Discounts will be forfeited in the case that either one of the sibling’s courses is cancelled due to insufficient enrollment to the class.

- **Refer a Friend and Get a $200 Discount**
  From now to August 31, 2019, when you refer friends to our Summer Intensive Program, both the referrer and the referee will be eligible for discounts. *Referrer is a student currently enrolled in any Capstone course.

  **Referrer Rewards** – students may earn up to $1,200 credit and be able to apply to their next tuition invoice. Earn rewards credit when your friends successfully complete the Intensive Program. The rewards credit will be available at the end of the Intensive Program and eligible students will be notified by email to avail their rewards.

  **Available Rewards:**
  - Refer 1-2 friends: earn $200 Refer-a-Friend credit
  - Refer 3-4 friends: earn $700 Refer-a-Friend credit
  - Refer 5+ friends: earn $1,200 Refer-a-Friend credit

Rewards credit will be calculated based on the final number of referrals at the end of the Intensive Program and all credits must be availed and used on or before the end of the 2019-2020 Academic Year (August 2020).

**Here’s how it works:**
1. Refer a friend: Send us an email of the interested family with their consented contact and student information. Capstone Student Services Team will contact them to provide course information and enrollment procedure.
2. Friend Sign Up: Your friends will instantly receive a $200 discount when they sign up for a Summer course.
3. Referee Receives Refer-a-Friend credit – We will update your rewards credit when your friends successfully complete the Intensive Program.

**Referee Discount** – The referred new student will receive a $200 discount when he/she enrolls in a Summer Intensive course. The referee information must be noted in the registration form.

Discount Offer 2:
**Special Offer Capstone Students**
- Get instant $200 off for students enrolled in the current Academic Enrichment Program in the Summer Intensive Program provided that he/she is enrolled until end of June.
- Get instant $200 off for students who have completed a course in the Christmas or Easter Intensive Program of the same Academic Year when they enroll this Summer Intensive Program.
- This discount can only be used once for each student.

Discount Offer 3:
**Multiple Course Discount** - More discounts offer when students enroll in two or more courses for this Summer Intensive Program

- Students enrolling in a second course will receive a $500 discount on their tuition and course fees
- Students enrolling in a third course will receive a $700 discount on their tuition and course fees
- Students enrolling in a fourth or above course will receive $1,000 discount on their tuition and course fees

In the case that one of the enrolled courses is cancelled due to insufficient enrollment, the Multiple Course Discount will be adjusted according to the student’s final number of enrolled course(s) and Capstone will confirm the final refundable amount by email.

Discounts offer terms and conditions
1. Discount Offer 1 and 2 can be used and enjoy being discount on the same enrollment but cannot be used with the Discount Offer 3.
2. Discount Offer 3 (Multiple Course Discount) can only be applied on full course tuition and is only applicable to courses with 6 or more lessons.
3. Discount(s) will be forfeited if the enrolled course is cancelled due to insufficient enrollment, Capstone will confirm the final refundable amount by email.

mail info@capstoneprep.com  website www.capstoneprep.com  call 2893 6060
Course Completion Special Offer
Enrollment for Academic Enrichment Program (On-going)

Completion of Intensive Program Special Offer: After completion of any Intensive course, Capstone will waive the registration fee when the student is immediately enrolled in the Academic Enrichment (on-going) program.

Notes:
1. This offer is only applicable for enrollment within 4 weeks of Intensives course completion. Offer cannot be applied to a previous enrollment period.
2. This offer is only applicable to classes with available seats.
3. Upon course confirmation, tuition fee must be paid within 7 days in order to secure the seat in the course.

Enrollment Terms and Conditions for Intensive Programs (Summer)

1. Registration must be made on the Registration Form provided and returned to us no less than 7 days before the course commencement date with full fee. Payment can be made by cash, EPS, or crossed cheque payable to CAPSTONE PREP EDUCATION CENTER. Cheque payment is accepted subject to clearance. Post-dated cheques will not be accepted.
2. Upon full payment, applications are processed on a first-come-first-served basis. Acceptance is subject to the discretion of Capstone.
3. Please confirm your schedules before enrolling as fees, once paid, are non-refundable and non-transferable. For all classes, if student is absent for a class due to sickness or other personal reasons, no refunds and no make up class will be provided.
4. A formal assessment is conducted for all new students and former Capstone students (who have not attended any course for the past six months) to ensure he/she will be placed in the class best suited to their learning style and maturity level.
5. A minimum of 4 students are required for a course to run as scheduled. Capstone reserves the right to cancel a course if enrollment is insufficient. In such case, students will be required to transfer to another scheduled course.
6. A Progress Report will be issued to students (with no more than one absent lesson in each enrolled class) no later than 45 days from when the course has ended.
7. Capstone reserves the right to substitute instructors and to make changes to the content and class schedule if necessary without prior notice.
8. Capstone reserves the right to change the terms & conditions without prior notice. In case of any dispute arising from the program, the decision of Capstone shall be final.

9. Inclement Weather –
   a. All classes will be held as scheduled during Typhoon Signal No. 1 or 3 or Amber/Red Warning unless otherwise announced by Capstone.
   b. Before classes commence, if the Observatory announces that the warning for “Black Rainstorm” is in force or Typhoon Signal No. 8 or higher will be hoisted within two hours, no classes will be held. If these weather signals are lowered during the day, all classes will resume three hours after the official announcement by the HK Observatory. We regret that we cannot arrange replacement classes nor refunds for these enforced closures.
   c. When Typhoon Signal No. 8 or above is in force during classes, all classes will be dismissed immediately, no replacement classes nor refund will be arranged. When Black Rainstorm warning is in force during classes, all classes will be held as scheduled.
10. Any information we collect from you will be used for student records and other relevant or related purposes by Capstone and its staff for administration, programming and emergencies only. All information will be kept confidential.
11. Capstone may, from time to time, use student photos, videos, or works (including activities inside and outside of classroom) for Capstone course and marketing promotions such as its brochure, website or publications.

Assessment fee (Limited time offer for assessment waiver)

1. An assessment fee of $300 must be collected at the time of the assessment placement test; otherwise, assessment will not be arranged and processed. Fee can be paid by CASH, EPS or crossed CHEQUE payable to “CAPSTONE PREP EDUCATION CENTER”.
2. The fee paid for the assessment is non-refundable and non-transferable.
3. Capstone will provide an assessment report of each student by email within 10 days. A hard copy will be available upon request and is to be collected at our center.
4. Limited time offer: From May to August 2019, students who complete an assessment and enroll in a Summer Intensive Program will receive the paid assessment fee as credit for tuition deduction upon enrollment.

Refund Policies and Procedures

A. Refund Policies:

1. In case of school closure prior to the commencement of a course, our school will refund (in full) the course fee collected stated on the tuition invoice.
2. If a course cannot be operated according to the arrangement specified in the fee receipts and students decline the revised arrangements offered by our school, our school will refund in full or on a pro-rata basis of the course fee collected. The request for refund must be through email to info@capstoneprep.com and will be processed within a month after the request date.
3. In case of cessation of a course after its commencement, our school will refund the course fee collected on a pro-rata basis as soon as possible and in any event no later than one month after the cessation of the course.

B. Refund Procedures:

1. Our School will confirm the refund arrangement either over the telephone or in writing.
2. Our School will refund in accordance with the above policies.
3. When processing the refund, Capstone will not take away the original fee receipts. Acknowledgement on the receipt of the refund must be confirmed by the signature of the parent or legal guardian.
4. Our School will pay the refund by cheque.