

QUALIFICATIONS

Please provide details and documentation of all secondary and post-secondary studies completed or currently being undertaken, including explanation of grading systems.

SECONDARY SCHOOL STUDIES	NAME OF QUALIFICATION	SCHOOL / INSTITUTION	STATE / PROVINCE & COUNTRY	YEAR COMPLETED

Are you CURRENTLY attempting a final year high school qualification? YES NO

If YES, please indicate the date when the results will be available and name of qualification

DATE (dd/mm/yyyy)

NAME OF QUALIFICATION

POST-SECONDARY STUDIES e.g. University, Technical College, Polytechnic, etc. If insufficient space, please attach a separate sheet to provide additional details.

FROM (mm/yy)	TO (mm/yy)	FULL-TIME / PART-TIME	DEGREE / QUALIFICATION	AWARDING INSTITUTION	STATE/PROVINCE & COUNTRY	YEAR COMPLETED

Please attach original transcripts or certified copies of transcripts of all academic records. (A certified copy means a stamped photocopy signed by a public notary or institution representative as being a true and accurate record of the original document).

OTHER INFORMATION

HOW DID YOU FIRST LEARN ABOUT VANCOUVER INTERNATIONAL COLLEGE? YOU MAY CHECK MORE THAN ONE.

- EXHIBITION / SEMINAR
 RECOMMENDED BY AN EDUCATION AGENT
 NEWSPAPER / MAGAZINE
 RECOMMENDED BY A FRIEND OR RELATIVE
 RECOMMENDED BY A VIC STUDENT OR ALUMNUS
 INTERNET

PLEASE SPECIFY THE NAME OF THE ABOVE SOURCE

Please indicate the stream of university studies you wish to pursue in the BCCG program at VIC:

- Arts & Commerce
 Science & Engineering

APPLICATION CHECKLIST

- Completed Application Form with 2 photographs
 Academic transcripts
 English language proficiency test result (eg. IELTS)
 Evidence of employment history, if applicable
 Registration fee of CAD \$300 (money order / bank draft enclosed payable to Vancouver International College)

All documents must be originals or certified copies of originals (NOT PHOTOCOPIES). Translated documents must be authorized.

DECLARATION

I declare that the information I have provided on this form is, to the best of my understanding and belief, complete and correct. I understand that providing false or incomplete information may lead to the rejection of my application or cancellation of my enrollment. After reading VIC's brochure and/or website I have gained sufficient information about Vancouver International College to enroll. I give Vancouver International College permission to obtain any official education records or other details from the educational institution that I am currently attending or have previously attended.

I further declare that I have carefully reviewed and fully understand the Tuition and Refund Policy of VIC. I accept liability for payment of all fees and other costs, and I agree to abide by the Refund Policy without any reservation. I understand that tuition fees may rise to levels above those quoted in the brochure and on the website. I understand that the section of the brochure or website outlining the cost of living in Canada is only a guide, and that costs may be higher than those estimated.

I further understand that Vancouver International College is required by law to report any breaches of my study permit or temporary resident visa to the appropriate Canadian authorities.

Tuition Fee Refund Policy

- Application/Registration fees and other administrative charges (textbooks, supplies and accommodation etc.) are NON-REFUNDABLE and are NOT included in the tuition fee.
- All students must pay the annual tuition fee (including two semesters) before the start date of the first semester. Students may start or continue their program only after the tuition and other administrative fees are paid in full.
- The tuition payment deadline is the last Friday before the start of the first semester of the academic year. The penalty for overdue payment is 2% compounded per week.
- International students CANNOT terminate the visa application process and CANNOT claim for a tuition refund during the process of applying for student authorization, except under the following circumstances:
 - The student has lost his or her learning and financial capability as a result of a severe injury or death of the student or of the principal sponsor, and will be consequently unable to attend school. In this case the student or the principal sponsor must provide the College with proof of a notarized certificate issued by a Coroner's Office or a certified letter of health status from a municipal public hospital recognized by the government of the student's home country.
 - The student's application for a study permit has been declined by the Canadian Immigration Authority. In this case the student must produce the following documents to process a tuition refund:
 - The original copy of the student's written request and the completed application form for the tuition refund;
 - The original copy of the decline letter from the Canadian Embassy or Consulate;
 - The original copy of the official Acceptance Letter issued by the College;
 - The original copy of the tuition fee receipt issued by the College.
- When all of the above documents are received and verified, the College shall refund all the tuition fees to the applicant's designated account. The refund shall be processed no later than two months after the written refund request, completed refund application form, and all other required documents are received.
- International students who withdraw their enrollment from the College and terminate the visa application process after accepting the Offer of Admission from the College and/or claim for a tuition refund when applying for student authorization will either have his/her tuition fee deposit confiscated by the College, or will be levied a penalty in the amount equal to twenty-five percent (25%) of the College's one-year full-time program tuition fee.
- International students who have been granted student authorization to study in Canada by the Canadian Immigration Authority with the College's Acceptance Letter and/or any other documentation and assistance from the College will NOT be entitled to a refund of any fee, regardless of whether or not they have arrived in Vancouver.
- A current student whose application for a renewal or an extension of a study permit and/or temporary resident/visitor visa has been declined for any personal reasons, such as unsatisfactory academic performance, poor attendance, serious violation of the College's rules and regulations, expulsion from the College, and/or whose study permit is revoked by the Canadian Immigration Authority, because of a violation or breach of the terms and conditions of the student's authorization or temporary resident/visitor visa will NOT be entitled to a refund of any fees.
- Any student who has been given any form of scholarship, bursary, award, preferential financial package, tuition fee discount, and/or any other form of special financial incentive to study at the College is NOT entitled to a tuition refund.

APPLICATION FEE PAYMENT

A non-refundable CAD \$300 application fee MUST be included with this form.

Visa
 Personal Cheque
 Wire Transfer

Master Card
 Money Order
 Cash

American Express
 Bank Draft
 Debit Card

Card Number

Name on Card

Expiry Date (MM/YY)

APPLICANT'S SIGNATURE _____ DATE _____

PARENT/GUARDIAN'S NAME (print) _____ SIGNATURE _____ DATE _____

(if applicant is under 19)