


LASALLE COLLEGE INTERNATIONAL  200 – 889 West Pender Street, Vancouver, B.C., V6C 3B2 Telephone No.: 604-683-2006 Fax Number: 604-683-6505 Email Address: vancouver@lasallecollegevancouver.com		PCTIA Registration Number	2160
		This Institution is PCTIA Accredited: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
STUDENT INFORMATION			
Student Last Name		Student First Name and Initial	
Student Previous Last Name (if applicable)		Student Previous First Name and Initial (if applicable)	
Student Local Mailing Address (including country)			Postal Code
Student Permanent Mailing Address (including country) (if different from above)			Postal Code
Student Telephone Number	Alternative Telephone Number	Student Email Address	
International Student:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Student Alternative Email Address	
Date of Birth:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Y Y Y Y M M D D			
Postal code of last permanent residence in Canada			
PROGRAM INFORMATION			
Program Name (as registered with PCTIA)			
Program Duration in Hours	Program Duration in Months	Program Start Date	Program End Date
Credential Issued on Graduation	<input type="checkbox"/> Diploma <input type="checkbox"/> Transcript <input type="checkbox"/> Other (please specify) _____		
Program Delivery Method	<input type="checkbox"/> On-Site <input type="checkbox"/> Distance <input type="checkbox"/> Combined		
PROGRAM ADMISSION REQUIREMENTS			
ADMISSION REQUIREMENTS The student has met the following admission requirements for this program: <ol style="list-style-type: none"> 1.) High School Graduate or 19 years of age 2.) Working knowledge of the English Language 3.) Complete an Interview with the Program Advisor and be recommended for admissions 			

PROGRAM COSTS

Program Costs in **Canadian Dollars (\$CDN)**:

Amount

- Tuition
- Registration/Application Fee
- Prior Learning or Portfolio Assessment Fee (if applicable)
- Textbooks
- Supplies/Materials
- Lab Fees
- Uniforms
- Other (please specify) _____
- Other (please specify) _____

\$

\$

\$

\$

\$

\$

TOTAL PROGRAM COSTS

PAYMENT PLAN

Program Costs will be paid by way of:

Payment Schedule

Payment Amount(s)

Date(s) Due:

REFUND POLICY

Refunds In Cases of Withdrawals or Dismissal:

1. Written Notice

a) To initiate a refund, written notice must be provided:

1. By a student to the institution when the student withdraws, or
2. By the institution to the student where the institution dismisses a student.

2. Refund Entitlement

a) Refund entitlement is calculated on the total fees due under the contract, less the applicable non-refundable application or registration fee. Where total fees have not yet been collected, the institution is not responsible for refunding more than has been collected to date and a student may be required to make up for monies due under the contract.

3. Refund policy for students:

a) Refunds before the program of study begins:

1. If written notice of withdrawal is received by the institution less than seven (7) calendar days after the contract is made, and before the commencement of the period of instruction specified in the contract, the institution may retain the lesser of 10% of the total fees due under the contract or \$250.

2. Subject to subsection (a) (i), if written notice of withdrawal is received by the institution thirty (30) calendar days or more before the commencement of the period of instruction specified in the contract, the institution may retain the lesser of 10% of the total fees due under the contract, or \$750.
3. Subject to subsection (a) (i), if written notice of withdrawal is received by the institution less than thirty(30) calendar days before the commencement of the period of instruction specified in the contract, the institution may retain the lesser of 20% of the total fees due under the contract, or \$1000.

b) Refunds after the program of study starts:

1. If written notice of withdrawal is received by the institution, or a student is dismissed, within 10% of the period of instruction specified in the contract, the institution may retain 30% of the total fees due under the contract.
2. If written notice of withdrawal is received by the institution, or a student is dismissed, after 10% and before 30% of the period of instruction specified in the contract, the institution may retain 50% of the total fees due under the contract.
3. If a student withdraws or is dismissed after 30% of the period of instruction specified in the contract, no refund is required.
4. An Institution may retain the lesser of 10% of the total fees due under the contract or \$400.00 for international students who are denied Study Permit authorization from Citizenship and Immigration Canada. Students denied a Study Permit must provide the institution with a copy of the denial letter prior to the program start date as set out in the institution's most recently issued Letter of Acceptance. Should a student fail to so advise the institution, or choose to withdraw for other reason, the refund policy set out in Bylaw 24(11) will apply. Refunds owing to students must be paid within 30 calendar days of the institutions receiving a copy of the Study Permit denial letter.

STUDENT DECLARATION

I DECLARE THAT:

- I have read, understood, and agreed to the terms and conditions of this Enrolment Contract,
- I have received a signed copy of this Contract.
- I have represented to the institution and provided evidence to prove that I meet all of the admission requirements for this program of study.
- The information provided by me on this form is true and accurate and that I am 19 years of age or older. *(If under the age of 19, a parent or legal guardian must also sign the contract.)*

Student Signature

Date Signed

Signature of Parent or Legal Guardian

Date Signed

INSTITUTION DECLARATION

The institution agrees to deliver the program according to the terms of this contract. The institution reserves the right to make minor adjustments to the program curriculum and/or delivery. The institution certifies that the student has met the admission requirements for the program of study.

Printed Name of Institution Representative

Position Title

Signature of Institution Representative

Date Signed