

# English Program Application Form

(Please print clearly and answer all questions)

## PERSONAL INFORMATION:

First (Given) Name: \_\_\_\_\_ Last (Family) Name: \_\_\_\_\_

Date of Birth: Day: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_ ☐ Male ☐ Female

Tel.: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

Province /State: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Nationality: \_\_\_\_\_ Native Language: \_\_\_\_\_

Visa Status: ☐ Student Visa ☐ Visitor Visa ☐ Permanent Resident ☐ Other: \_\_\_\_\_

Emergency Contact: Name: \_\_\_\_\_ Tel: \_\_\_\_\_ E-mail: \_\_\_\_\_

## Please select your program:

- |  |  |
|--|--|
| <input type="checkbox"/> University Bridging Program (UBP) | <input type="checkbox"/> English for Academic Purposes (EAP) |
| <input type="checkbox"/> General English Program (GEP)     | <input type="checkbox"/> English Test Preparation (ETP)      |

## Please select your program start date in 2024:

- |                                    |                                     |                                      |                                       |                                     |                                      |
|------------------------------------|-------------------------------------|--------------------------------------|---------------------------------------|-------------------------------------|--------------------------------------|
| <input type="checkbox"/> January 8 | <input type="checkbox"/> February 5 | <input type="checkbox"/> March 4     | <input type="checkbox"/> April 1      | <input type="checkbox"/> April 29   | <input type="checkbox"/> May 27      |
| <input type="checkbox"/> June 24   | <input type="checkbox"/> July 22    | <input type="checkbox"/> September 2 | <input type="checkbox"/> September 30 | <input type="checkbox"/> October 28 | <input type="checkbox"/> November 25 |

How long would you like to study? \_\_\_\_\_ weeks

Which partner university/college will you attend? \_\_\_\_\_ Start date \_\_\_\_ / \_\_\_\_ (M / Y)

Have you taken an English language proficiency test?

- ☐ Yes Name of test: \_\_\_\_\_ Date taken: \_\_\_\_ / \_\_\_\_ (M / Y)
- ☐ No, I would like to take the ALCC placement test

If you need any of the following services, please fill out the service application form:

- ☐ Homestay placement ☐ Airport pick up/drop off ☐ Custodianship (for students under 19 years old)

How did you find our school? ☐ Internet ☐ Friend ☐ Agent (please specify): \_\_\_\_\_

All students **must** purchase medical insurance or provide written proof of insurance before starting their study.

- ☐ I need to purchase medical insurance (\$2 per day) from \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (M / D / Y) to \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (M / D / Y)
- ☐ I have my own medical insurance and decline the ALCC group plan. Initial: \_\_\_\_\_



Do you have any medical conditions or mobility restrictions we need to be aware of: ☐ No ☐ Yes

If yes, please specify:

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**By signing below, you agree to the following terms:**

- I have read both the Enrolment Policy and Payment & Refund Policy of ALCC.
- I understand that my study status and attendance will be disclosed to scholarship, education or immigration authorities.
- I give permission for my photograph, videography and / or testimonial to be used in ALCC promotional material.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Enrolment Policy

1. **Visa Requirements:** Students planning to extend their studies for longer than 6 months must apply for a student authorization. Obtaining the necessary information and valid study permit is the responsibility of the student.
2. Once an acceptance letter has been issued, it is the student's obligation to come to the registered program on the first day and thereafter. The school is required to inform immigration authorities if the student fails to report to school on the program start date.
3. **Attendance Requirements:** Attendance records are carefully kept at the school for all students. Any failure to come to school without an acceptable reason is not allowed. A poor class attendance rate can affect your status as a full-time international student in Canada.
4. **Liability:** ALCC is not liable in any way to the students for any personal injury, or loss of / damage to property.

## Registration Procedure

1. To complete the registration process, you must complete the application form, pay the registration fees, submit a copy of a valid passport and either complete a placement test or submit the results of a recent language proficiency test.
2. Once your application has been processed, you will receive a letter of acceptance with your study plan and fees due for your registered classes and/or services.
3. You can pay these fees by credit card via Flywire, email money transfer through a Canadian bank account or by in-person by cash or personal check. Banking and other payment information can be found below and on our website.
4. After receiving the payment of fees for your registered classes, ALCC will send your receipt, confirmation of acceptance (for visa purposes) and an official letter of enrolment (for college and university conditional admission) via e-mail.

All homestay applications should be made at least one month before your arrival to ensure enough time to process your request. ALCC cannot guarantee that all homestay preferences will be

