



Western Town College

VANCOUVER · TORONTO

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Vancouver Toronto

Application for Admission (Student Enrollment Agreement and Contract)

PERSONAL INFORMATION

Family name : _____ First Name : _____
Gender : Male Female Date of Birth : _____ Day _____ Month _____ Year
Visa Status : Student Visitor Other Citizenship : _____
Native Language : _____
Address in Home Country : _____
E-mail address : _____
Telephone No. : _____ Fax No. : _____
Address in Canada : _____
Telephone No. : _____ Fax No. : _____

INTENDED COURSE OF STUDY

Name of Course / Program: _____

Expected Duration of Studies at WTC :

_____ / _____ / _____ To _____ / _____ / _____ = _____ Months
Day Month Year Day Month Year Total

NOTE

Please write down any additional requests.

FEES

Tuition Fee \$ _____
Registration Fee \$ _____
Textbook / Material Fee \$ _____
Airport Reception \$ _____
Homestay Placement \$ _____
Homestay Fee \$ _____
Total \$ _____

Express Mail:\$50.00

ACCOMMODATION

Airport Reception Yes No, I will find my own transportation.
Homestay Accommodation Yes No, I will find my own accommodation.

Check in _____ / _____ / _____ Check out _____ / _____ / _____ Months
Day Month Year Day Month Year Total

Interests or Hobbies : _____ Do you prefer a family with pets? Yes No
Do you prefer a family with children? Yes No Any Allergies or Medical Conditions? _____
Do you prefer a non-smoking family? Yes No

How did you hear about Western Town College?

Agent : _____ Other : _____

Date : _____ Signature : _____
(Student) (I have read and agree to the refund policy on the back of this form.)

Refund Policy

The following refund policy applies to the terms of this enrolment contract:

Refunds in Cases of Withdrawal 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 \$100.
 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 \$500.
 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.
5. Refund policy for Homestay:
 - a) Placement fee is non-refundable
 - b) If a student cancels homestay less than 15 days before the start date, the institution may retain 50% of the monthly homestay fee.

- The program of study: Entire duration of registration. Not individual programs.
- The above refund policy ONLY applies to the registration after the 1st of April, 2008.