



Royal Canadian College

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**ATTACH
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APPLICATION FOR ADMISSION

STUDENT PERSONAL INFORMATION										
Legal Family Name			Legal Given Name(s)			Preferred Name				
Sex (please circle)		Date of Birth (d/m/y)	Citizenship	Status in Canada (check that applies)			Phone			
Male	Female			Permanent Resident						
				Student Visa		Visitor				
Address										
City		Province	Country	Postal Code	E-mail					
PARENTS INFORMATION										
Family Name/ Surname			Given Name	Relationship to student			Date of Birth (dd/mm/yyyy)			
Address (if different from student)				City		Province	Country			
Postal Code	Home Phone	Mobile Phone	Messaging App ID (e.g. Wechat/Whatsapp)			E-mail				
Family Name/ Surname			Given Name	Relationship to student			Date of Birth (dd/mm/yyyy)			
Address (if different from student)				City		Province	Country			
Postal Code	Home Phone	Mobile Phone	Messaging App ID (e.g. Wechat/Whatsapp)			E-mail				
EMERGENCY CONTACT/CUSTODIAN INFORMATION (IN CANADA)										
Family Name/ Surname			Given Name	Address						
City			Province	Country	Postal Code					
Home Phone	Mobile Phone	Messaging App ID (e.g. Wechat/Whatsapp)			E-mail					

STUDENT MEDICAL INFORMATION							
Any conditions which may require special care <i>(check all that apply)</i>							
Asthma		Seizure/Epilepsy		Diabetes		Allergy	Other <i>(Specify):</i>
Indicate any further medical conditions to be aware of				Specify medication taken			
Specify any allergies				Specify any dietary requirements			
STUDENT ACADEMIC INFORMATION							
Current School Name				School Address			
From <i>(mm/yyyy)</i>		Grade		To <i>(mm/yyyy)</i>		Grade	
PROGRAM SELECTION							
English As a Second Language		Secondary School		Grade		Intended Start Date	
AGENT INFORMATION <i>(if applicable)</i>							
Agent Name			Work Number				
E-mail			Cellphone Number				
ADMISSIONS							
Required enclosures with this application <i>(check all that apply)</i>							
1 passport photo		Transcripts		Application Fee (\$200)			
<p>REFUND POLICY: In the event that an applicant does not come to Canada or decides to leave Royal Canadian College for personal reasons, a portion of the paid tuition fee will be refunded. \$300 of the tuition fee will be retained to cover administrative expenses. All requests must be made in writing.</p> <p>1) The following refund policy will apply to new students:</p> <p>a. Full refund, less application and administrative fees, if the visiting student authorization is not approved by Immigration Canada (student must include letter of rejection from Immigration Canada).</p> <p>b. 60% of the tuition fee, if the student withdraws from the program more than 3 months prior to the commencement of the program.</p> <p>c. 55% of tuition fee, if the student withdraws from the program less than 3 months prior to the commencement of the program.</p> <p>d. 50% of tuition fee, if the student withdraws any time between commencement and the end of the first calendar month of the program.</p> <p>e. No refund of the tuition fee if the student withdraws after the first calendar month of the program.</p> <p>2) If a student returns to Royal Canadian College for a subsequent year and withdraws prior to the commencing of the subsequent year, the following refund policy will apply:</p> <p>a. 50% of the annual tuition fee will be refunded if a student withdraws from the program more than 3 months prior to the subsequent year of studies is to commence and has not applied for the renewal of his/her Canadian Study Permit.</p> <p>b. No refund of the tuition fee will be provided if a student has submitted an application to renew a Canadian Study Permit with the Royal Canadian College Letter of Acceptance for the subsequent year or period of study.</p> <p>c. No refund of the tuition fee will be provided should a student withdraw less than 3 months before the subsequent year of studies is to commence.</p> <p>3) No refund of the tuition fee if the student is found to be in violation of school rules (i.e. chronic absenteeism, drinking alcohol, taking drugs, etc.).</p> <p>4) Students who become Canadian landed immigrants after tuition fees are paid will not be eligible for refunds other than as stated in the refund policy above.</p>							
AUTHORIZATION							
I declare that the information in this application is, to the best of my knowledge, complete and correct.							
Date				Signature			