

APPLICATION FORM



THE UNIVERSITY OF BRITISH COLUMBIA

Continuing Studies English Language Institute

Thank you for choosing the English Language Institute for your studies. We are looking forward to meeting you!

Please fill in this application form as completely as possible. Incomplete forms will delay the processing of your application.

We recommend you apply well in advance of your start date. This will allow you enough time to make the necessary arrangements to come to Canada (for instance, visas).

Student Information

Family name (exactly as it appears in your passport)

First name (exactly as it appears in your passport)

Mailing address

City Country Postal code

Telephone Fax*

Email*

*For faster communication with our office, you **must** provide us with a fax number or email address.

Birth date (day/month/year)

Male Female

Nationality Native language

Current level of English

Elementary Intermediate Advanced

Online Test Score

Where did you hear about the ELI?

Canadian Embassy/Consulate Agent

Canadian Education Centre (CEC) Friend or family

From a former ELI student Internet

Book/Magazine/Study Guide (please specify): _____

Education fair (please specify): _____

Other (please specify): _____

Status in Canada

Canadian citizen Landed immigrant

Have or applying for a visa Tourist/working holiday

Other (please specify): _____

Agent Information*

Agency name/office

Address

Telephone Fax

City Country Postal code

Email

*If you are a new agent, please send us your full contact information.

Alternate Contact (optional)

This section is for providing the contact information of a friend, family member, company or university contact.

Please note: **Student's address must be provided in Student Information Section.**

Contact Name

Address

City Country Postal code

Telephone Fax

Email

Mail student information to: Alternate contact Student Agent

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Payment Information

A CDN\$600/300 non-refundable deposit for each program and a CDN\$150 application fee must accompany each application. One month before your program's start date, full tuition must be paid to guarantee your place in the program.

Program name (Full-time or Part-time)	Start date	Fee	Amount paid
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Total Non-Refundable Deposit(s) (IEP: CDN\$600 per program; all other programs: CDN\$300 per program) \$ _____

Application Fee CDN\$150

Airport Welcome Service (\$50, non-refundable) Yes No \$ _____
(Jan-Mar 2010: \$30)

This service is only available starting two days before each program start date. You must be through customs and available for pickup between 09:00 and 18:00.

Date of arrival in Vancouver

Airline	Flight number	Time (24 hr clock)
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I will submit my flight information at a later date, at least two weeks before my program start date.

DHL Courier Fee (\$30) \$ _____
If you would like your information package couriered.

Total Enclosed (Canadian Funds) \$ _____

Payment Method

Tuition and fees may be paid by credit card (Visa or MasterCard), or by bank draft, wire transfer or international money order, in CANADIAN FUNDS, payable to The University of British Columbia.

I have enclosed an international money order

I have enclosed a bank draft

I have enclosed a wire transfer receipt

Credit card payment: Visa MasterCard

Account number Expiry date (month/year)

Cardholder's name

Cardholder's signature

Would you like us to process the balance of tuition on your credit card two months before the program begins?

No Yes If yes: First program only or All programs

The UBC English Language Institute reserves the right to make changes to schedules and courses without notice, and to re-schedule or cancel courses due to insufficient registration or other reasons.

Do you require accommodation services?

No, I will find my own accommodation.

Yes, I would like to use ELI accommodation services (Homestay, Campus Dormitory Stay).

Please submit an ELI Accommodation Placement Form at least two months before your program start-date.

Conditions and Requirements

I have a basic understanding of English.

I have taken and passed the online ELI Preliminary English Test. I understand that my English will be tested again when I arrive, and if my English level is too low, I may be referred to a different school.

I have read and accept all ELI and UBC policies (available on the ELI website) including the ELI English Only policy, the UBC plagiarism policy, and the ELI's current published refund policies. **Students who fail to follow all policies may be required to withdraw without refund.**

It is my responsibility to meet Canadian visa requirements.

I meet the minimum age requirements for the ELI.

It is my responsibility to purchase adequate medical insurance to cover my period of study.

I understand that the \$150 application fee, \$600/300 tuition deposit (or \$600/300 of tuition fee, if paying in full), airport welcome fee and accommodation placement fees are non-refundable.

I agree that it is my responsibility to read the Student Information Package.

If choosing ELI accommodation services, I agree to fill out an Accommodation Placement form.

I hereby confirm with my signature that I accept and agree to the requirements of the above declaration.

Signature of applicant

Date

Please mail or fax your completed form(s) and your payment (or credit card information) to:



THE UNIVERSITY OF BRITISH COLUMBIA

Continuing Studies
English Language Institute

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The University of British Columbia
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Fax: 1-604-822-1579

Email: esl@eli.ubc.ca

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