

## STUDENT INFORMATION

Last Name(s):		First and Middle Name(s):	
Usual First Name / Nickname: (if applicable)			
Are you an International Student? <input type="checkbox"/> Yes <input type="checkbox"/> No		Birthdate (yyyy/mm/dd):	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Nationality:	Citizenship:	Personal Education Number: (if applicable)	
Student Email Address:		Phone Number:	
<u>Home Country Mailing Address</u>		<u>Mailing Address in British Columbia</u>	
Street Address:		Street Address:	
City:		City:	
Province:		Province: <b>BC</b>	
Country:		Country: <b>Canada</b>	
Postal Code:		Postal Code:	
Local Canadian Phone Number:		Local Canadian Phone Number:	
Visa Type: <input type="checkbox"/> Student Visa <input type="checkbox"/> Visitor Visa/ ETA <input type="checkbox"/> Other			Agency name: (if applicable)

## VOLUNTARY DISCLOSURE

Do you have a long-term physical, mental health condition or a learning disability that limits the kind of activity that you can perform on a daily basis?  Yes  No

If yes, please explain in more detail:

## EMERGENCY CONTACT INFORMATION

Contact Full Name:	Relationship:
Email Address:	Phone Number:

## PROGRAM INFORMATION

Which package are you registering for:

**Package #1 - Homestay** (Must fill out Homestay Information on Page 3 and Homestay Declaration on Page 5.)

- Registration Fee (Non-refundable)
- High School Preparation (28 Lessons/week)
- Material Fee
- Administrative Fee
- Homestay Placement Fee (Non-refundable)
- Homestay Fee for Minors (Single Room + 3 Meals)
- Summer Surcharge
- Airport Pick-up
- Airport Drop-off
- Custodian Letter for Minors
- Medical Insurance
- Teen Activities Charge
- VGC Activities (Activities are from Mon to Sat)
- VGC Tour - Rockies (July 11th - 14th, 2019)

\*Minimum 2 week registration

**Package #2 - No Homestay**

- Registration Fee (Non-refundable)
- High School Preparation (28 Lessons/week)
- Material Fee
- Administrative Fee
- Medical Insurance
- Teen Activities Charge
- VGC Activities (Activities are from Mon to Sat)
- VGC Tour - Rockies (July 11th - 14th, 2019)

\*Minimum 2 week registration

2019 Start Dates: June 17th • June 24th • July 2nd • July 8th • July 15th

What is your intended Start Date (yyyy/mm/dd):	Hours of Instruction during Contract Terms:	Credential Issued on Graduation: Certificate
Program duration in weeks:	Hours of Instruction for High School Preparation = Number of Weeks x 21	Program Delivery Method: In-Class
What is your intended End Date (yyyy/mm/dd):		Language of Instruction: English

## PRIVACY

Please be advised that under section 61 of the Private Training Act, the Registrar is authorized to collect, use and disclose personal information in accordance with the Registrar's regulatory duties under that Act. Accordingly, this institution is authorized to disclose your personal information to the Registrar for regulatory purposes. VGC filing and student information is kept in a Cloud in order to store and protect students' historical records. VGC does not share this information with any third parties.

## PROGRAM ADMISSION REQUIREMENTS

Students must be the appropriate age and be able to prove that they can study legally in Canada on their first day at VGC. Students also must be capable of functioning in an academic environment. (Program admission requirements may not be waived by the student or the institution.)

## PAYMENT PLAN

Please send VGC the non-refundable registration fee and a \$2,000 deposit. When payment is received, VGC will provide you with a Letter of Acceptance.

- Notes:
- You must pay all of your tuition before the start of classes.
  - The payment types that are accepted at VGC are: Wire Transfers, Debit Cards, Credit Cards, Cheques and Cash.

## PROGRAM OUTLINES AND VGC POLICIES

Please see the policies below that are specific for the Summer Teen Experience Program. It is in both the student and parents' best interest to read the policies below as well as all policies on the VGC website: [www.VGC.ca/policies/](http://www.VGC.ca/policies/)

Also, the High School Preparation program outline be found on the VGC website.

### English Only Policy:

- VGC International College is an "English only" school. Students receive purple cards for speaking English in shared areas of the school. These go into a prize draw once a week. If students are heard speaking any language other than English in a shared area they are given a red card. If a student receives three (3) red cards in one week, they will be suspended for an afternoon activity the following week. Students will be made aware of which activity is designated every week.

### Activity Absence Policy

- If a student who is part of the Summer Teen Experience Program wishes to skip an activity, they must consult their marketer at least two (2) days prior to the activity. They must provide the marketer with written or verbal permission from their parents or legal guardian in Canada.

### Activity Refund Policy

- No refunds will be given for missed activities that are part of the Summer Teen Experience Program.

### Attendance Policy

- If a student part of the Summer Teen Experience Program is unable to attend class, the homestay or parents should contact the school.
- If a student does not attend class and fails to contact the school, they will be contacted and asked to meet with their marketer as soon as possible. If no good reason (example, sickness with a doctor's note) is given for their absence, a warning will be given. If a student continues to miss classes then their parents will be contacted, and a second warning given. If a student continues to miss classes then their parents will be contacted again, this will result in a final warning. If a student continues to miss classes after their final warning, they may be removed from the program and their parents asked to make arrangements for their return to their country.

### Vacation Policy

- Students attending the Summer Teen Experience Program are not eligible for vacation time.

### Tuition Refund Policy

1. The Registration Fee is non-refundable.
2. If the institution receives tuition from the student, or a person/ company on behalf of the student, the institution will refund the student, or the person / company who paid on behalf of the student, the tuition that was paid in relation to the program in which the student is enrolled if:
  - (a) the institution receives a notice of withdrawal from the student no later than seven (7) days after the effective contract date and before the contract start date;
  - (b) the student, or the student's parent or legal guardian, signs the student enrolment contract seven (7) days or less before the contract start date and the institution receives a notice of withdrawal from the student between the date the student, or the student's parent or legal guardian, signed the student enrolment contract and the contract start date; or
  - (c) the student does not attend a work experience component and the institution does not provide all of the hours of instruction of the work experience component within 30 days of the contract end date.
3. The institution will refund the tuition for the program and all related fees paid by the student or a person/ company on behalf of the student enrolled in the program if the student is enrolled in the program without having met the admission requirements and did not misrepresent his or her knowledge or skills when applying for admission.
4. If a student does not attend any of the first 30% of the hours of instruction to be provided during the contract term, the institution may retain up to 50% of the tuition paid under the student enrolment contract unless the program is provided solely through distance education.
5. Unless the program is provided solely through distance education, if the institution receives a written **notice of withdrawal** in English from a student:
  - (a) more than seven (7) days after the effective contract date and
    - i. at least 30 days before the contract start date, the institution may retain up to 10% of the tuition due under the student enrolment contract, to a maximum of \$1,000.
    - ii. less than 30 days before the contract start date, the institution may retain up to 20% of the tuition due under the student enrolment contract, to a maximum of \$1,300.
  - (b) after the contract start date
    - i. but before 11% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 30% of the tuition due under the student enrolment contract.
    - ii. and after 11% but before 30% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 50% of the tuition due under the student enrolment contract.
6. Unless the program is provided solely through distance education, if the institution provides a **written notice of dismissal** in English to a student and the date the institution delivers the notice to the student is:
  - (a) before 11% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 30% of the tuition due under the student enrolment contract.
  - (b) after 11% but before 30% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 50% of the tuition due under the student enrolment contract.

## PROGRAM OUTLINES AND VGC POLICIES

7. The institution will refund fees charged for course materials paid for but not received if the student provides a notice of withdrawal to the institution or the institution provides a notice of dismissal to the student.
8. Refunds required under this policy will be paid to the student, or a person/ company who paid the tuition or fees on behalf of the student, within 30 days:
  - (a) of the date the institution receives a student's notice of withdrawal,
  - (b) of the date the institution provides a notice of dismissal to the student,
  - (c) of the date that the registrar provides notice to the institution that the institution is not complying with section 2(c) or 3 of this policy, or
  - (d) after the first 30% of the hours of instruction if section 4 of this policy applies.
9. If an international student delivers a copy of a refusal of a study permit to the institution, sections 2(a), 2(b), 5, 7, and 8 of this policy apply as if the copy of the refusal were a notice of withdrawal, unless:
  - (a) the international student requests an additional letter of acceptance for the same program that was the subject of the refusal of a study permit, or the program is provided solely through distance education.
  - (b) the program is provided solely through distance education.
10. A bank transaction fee of \$45 will be deducted from all refunds sent by International Wire Transfer.

## PRIVATE TRAINING INSTITUTIONS BRANCH

### VGC is designated by the Private Training Institutions Branch (PTIB).

This program do not require approval under the Private Training Act. Students registering for programs that are not approved will not be covered by the Student Tuition Protection Fund (STPF). PTIB manages the STPF which provides tuition refund protection to students in the event a registered institution ceases to operate, or if a student is found to have been misled by an institution. For further information about PTIB and the services it provides, students may contact them at:

Tel: +1.604.569.0033 or +1.800.661.7441 • Fax: +1.778.945.0606 • Email: PTI@gov.bc.ca • Website: www.privatetraininginstitutions.gov.bc.ca

## HOMESTAY INFORMATION

Package #1 - ONLY

Homestay Type: Single Room + 3 meals		Airport pick-up: Included		Airport drop-off: Included	
Additional Information:	Do you have any allergies?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Details:	
	Do you have a special diet?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Details:	
<i>*possibility that there will be additional charges for special diet. See Pricelist.</i>					
Are you comfortable with:	Dogs: <input type="checkbox"/> Yes <input type="checkbox"/> No	Cats: <input type="checkbox"/> Yes <input type="checkbox"/> No	Teenagers: <input type="checkbox"/> Yes <input type="checkbox"/> No	Children: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you have any special requests?					
Expected Period of Homestay: Number of Weeks:			Number of Extra Days:		
Start Date (yyyy/mm/dd):			End Date (yyyy/mm/dd):		
Are you going to purchase the Unaccompanied Minor Service (UM) for your flights? <input type="checkbox"/> No <input type="checkbox"/> Yes (an additional \$80 will be charge for pick-up and additional \$80 for drop-off.)					
*If you purchase the Unaccompanied Minor Service (UM) service and do not inform VGC prior to arrival, there will be difficulties in the airport transfers and it will result in additional cost on the day of the transfer.					
Note: VGC cannot guarantee all of your preferences.					

## HOMESTAY RULES

Package #1 - ONLY

### Homestay Rules (if applicable):

As a minor staying in a homestay, there are important rules to follow. In addition to the "Homestay Guidelines, Rules and Policies" document, found on the VGC website at: [www.VGC.ca/policies/](http://www.VGC.ca/policies/), it is important for minor students and their parents to understand and adhere to the following rules.

1. Always lock the door in the house.
2. No sleepovers. Students are not permitted to sleepover at anyone else's house, room or bed or vice versa. If students wish to invite a friend to their house for a few hours, they must get permission from their homestay family.
3. Students must call the homestay family and the group leader (if applicable) if they will not go home for dinner. Students must also inform the homestay where they will be and what time they will be home.
4. Underage students' curfew is 10pm. If they are not home at this time the host family will contact the school immediately and parents will be notified.
5. If the homestay family invites students to go for a trip or an activity, the group leader and/or marketer from VGC must be notified.
6. Students under VGC Custodianship cannot cancel homestay with VGC.

## TERMS AND CONDITIONS

Includes: VGC rules for minors, Student Activity Release & Indemnity Form and Photo Release Form. In order to attend classes and activities, students under the age of 19 must have the following information signed by their parents or legal guardian.

### GENERAL RULES: (PLEASE READ CAREFULLY)

Students under the age of 19 are expected to obey all Canadian laws and policies. The following points are of extreme importance and should be taken into account in all situations such as at all school campuses, homestays, and school organized events.

#### No Alcohol

In the province of British Columbia, the legal drinking age is 19. If a student is caught drinking, under the influence, or in possession of alcohol, the authorities (police) can be notified, as well as the student's parents. Depending on the severity, students may be sent back to their home country.

#### No Tobacco

In the province of British Columbia, the legal age for buying tobacco products is 19. It is also illegal to buy cigarettes for anyone who is under 19. If students breach this rule, their parents will be notified.

#### No Drugs Allowed

Drugs are not tolerated and are taken very seriously in Canada. Police will be contacted if students are caught using, under the influence, or in possession of any illegal drugs. Students may be fined, arrested, or deported by legal authorities.

#### No Marijuana

In the province of British Columbia, the legal age for buying marijuana products is 19. VGC does not tolerate **any** students to be in possession of or be under the influence of marijuana at VGC, on activities or in VGC homestay.

#### No Fake Identification

If VGC staff, homestay families or teachers catch a student in possession of a fake I.D., the student's parents and the authorities will be notified immediately and the student will be sent back to their home country. Fraud is illegal in Canada.

### Student Activity Release & Indemnity Form

(PLEASE READ CAREFULLY)

Please accept my application to participate in any or all activities provided by **VGC International College**, hereinafter referred to as the ("School"), as described in the school brochures or other materials, or as may be offered from time to time, by the School, its employees or representatives ("School Activities").

For good and valuable consideration, the receipt and sufficiency which is acknowledged, the undersigned student (or legal guardian on behalf of the student if under age 19), hereby agrees as follows:

1. That many of the School Activities require a certain degree of skill and physical fitness and that participating in such activities exposes me to certain risks of accident or injury.
2. That by signing below I waive any and all claims that I have or may have in the future against the School, its employees, and representatives. This does not include any claims as a result of wrongful, negligent or unauthorized act or omission on part of the school or its employees.
3. I hereby release the School, its employees, and representatives from any and all liability for any loss, damage, expense, personal injury or death, that I may suffer, or that my heirs, next of kin, executors, administrators, families or representatives may suffer as a result of any cause, condition or event whatsoever beyond the direct control of the School.
4. This Waiver shall be effective and binding upon my heirs, next of kin, executors, administrators, families or representatives in the event of my death or incapacity.
5. This Waiver shall be governed by and interpreted in accordance with the laws of the Province of British Columbia.

In entering into this Waiver, I am not relying upon any oral or written statements made by the School or its employees or representatives other than as written in this Waiver. I have read and fully understand this Waiver and I am aware that by signing I am waiving certain legal rights which I or my family, next of kin, executors, administrators, families or representatives may have against the School or its employees or representatives.

### Photo Release Form

(PLEASE READ CAREFULLY)

I hereby grant to **VGC International College** and its affiliates and assigns (the "School"), the right to reproduce, use, exhibit, display, broadcast, distribute and create derivative works of photographic images of me, which may be taken during my attendance at the School, for use in connection with the activities of the School or for promoting, publicizing or explaining the School or its activities.

This grant includes, without limitation, the right to publish such images in the School's PR/ promotional materials, such as social media, marketing admissions publications, advertisements, fund-raising materials, and any other School-related publication. These images may appear in any of the wide variety of formats and media now available to the School and that may be available in the future, including but not limited to print, broadcast, videotape, CD-ROM, websites, podcasts and other electronic/online media.

I hereby waive any right to inspect or approve the finished photographs or printed or electronic matter that may be used in conjunction with them now or in the future, whether that use is known to me or unknown, and I waive any right to royalties or other compensation arising from or related to the use of the photograph.

I hereby agree to release, defend, and hold harmless the School and its agents or employees, including any firm publishing and/or distributing the finished product in whole or in part, whether on paper or via electronic media, from and against any claims, damages or liability arising from or related to the use of the photographs or video footage, including but not limited to any misuse, distortion, blurring, alteration, optical illusion or use in composite form, either intentionally or otherwise, that may occur or be produced in taking, processing, reduction or production of the finished product, its publication or distribution.

## STUDENT DECLARATION

I DECLARE THAT:

- All of the information given in this application is true and correct. I have read, understood and agreed to VGC's policies including the policies mentioned above which are also on the VGC website at: [www.VGC.ca/policies/](http://www.VGC.ca/policies/)
- I consent to the Institution sharing my personal information with the Ministry of Advanced Education for research purposes and statistical analysis under the authority of sections 6(2)(a) and 10(1)(a) of the Personal Information Protection Act (PIPA).
- I consent to the sharing, in accordance with Provincial privacy legislation, of my enrolment and reporting information between VGC and Immigration, Refugees and Citizenship Canada, as necessary, for the purposes of the International Student Program.
- By signing this contract, I acknowledge that I am not covered by the Student Tuition Protection Fund (STPF).

Student's Signature \_\_\_\_\_

Date Signed \_\_\_\_\_  
(yyyy/mm/dd)

Signature of Parent  
or Legal Guardian \_\_\_\_\_

Date Signed \_\_\_\_\_  
(yyyy/mm/dd)

Should you have any questions about the collection, disclosure and use of personal information you may contact: Director, Regulation, Private Training Institutions Branch, Governance, Legislation and Strategic Policy Division, Ministry of Advanced Education, 203 - 1155 W. Pender St, Vancouver, BC V6E 2P4 or by telephone at (604-569-0019).

## TERMS AND CONDITIONS DECLARATION

### DECLARATION

I have read the general rules on Page 4 and I agree to follow these rules to the best of my abilities. I understand that if I break these rules, there will be consequences which could lead to being dismissed from VGC International College and (if applicable) my homestay.

I also read and agree to both the **Student Activity Release & Indemnity Form** on Page 4 and the **Photo Release Form** on Page 4 of this document.

Printed Student Name \_\_\_\_\_

Date Signed \_\_\_\_\_  
(yyyy/mm/dd)

Student's Signature \_\_\_\_\_

Printed Parent/  
Legal Guardian Name \_\_\_\_\_

Signature of Parent/  
Legal Guardian \_\_\_\_\_

## VGC HOMESTAY DECLARATION

Package #1 - ONLY

I have read and understood the VGC Homestay Guidelines and Policies document found on the VGC website at: [www.VGC.ca/policies/](http://www.VGC.ca/policies/)

Student's Signature \_\_\_\_\_

Date Signed \_\_\_\_\_  
(yyyy/mm/dd)

Signature of Parent  
or Legal Guardian \_\_\_\_\_

Date Signed \_\_\_\_\_  
(yyyy/mm/dd)

In order to book/pre-book a homestay family, the student and parent/legal guardian must sign and send this document to VGC.

[Clear Form](#)

➤➤➤➤➤ VGC STAFF ONLY! ⚡⚡⚡⚡⚡

## VGC DECLARATION

*Do not write in this section, reserved for VGC staff*

VGC International College agrees to deliver the program according to the terms of this contract. VGC International College certifies that the student has met the admission requirements for the program of study.

Signature of VGC Representative \_\_\_\_\_

Date Signed \_\_\_\_\_  
(yyyy/mm/dd)

## VGC PERMISSION FORM

In Canada, the majority of companies who provide activities require all participants to sign liability waivers in order to participate.

I \_\_\_\_\_ grant VGC International College permission to sign liability waivers, on my behalf, for my child  
(name of Parent or Legal Guardian)  
\_\_\_\_\_ for the following activities:  
(name of Student)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Canadian International Dragon Boat Festival Society (Dragon Boating) | <input checked="" type="checkbox"/> Cliffhanger (indoor rock climbing)       |
| <input checked="" type="checkbox"/> Discover Canada Tours  | <input checked="" type="checkbox"/> Skyzone (Trampoline Park)                |
| <input checked="" type="checkbox"/> Harrison Lake Water Park   | <input checked="" type="checkbox"/> Stellar Play (bubble soccer/archery tag) |
| <input checked="" type="checkbox"/> Vancouver Water Adventure (stand up paddleboard/kayaking)            |  |

VGC takes safety seriously, plans its activities carefully and does not take unnecessary risks. Sometimes, due to unforeseen circumstances, such as weather, VGC may have to change the schedule or add an activity that is not on the Teen Activity Calendar. Please note, some of the activities listed above are alternatives in case a change needs to happen.

Signature of Parent \_\_\_\_\_  
or Legal Guardian

Date Signed \_\_\_\_\_  
(yyyy/mm/dd)