



Registration Form

PERSONAL INFORMATION:

Family Name: _____
First Name: _____
Nationality: _____ Native Language: _____
Date of Birth: ____ / ____ / ____ Male Female
(month) (date) (year)
Home Address: _____ ZIP CODE: _____
City: _____ Province/State: _____
Country: _____ Email: _____
Telephone: (____) _____ Fax: (____) _____
(area code) (area code)
Emergency contact: _____ Telephone: (____) _____
In Canada In Home country (area code)

PROGRAM INFORMATION:

Choose your course of study:

- PT15 (Part-time intensive/15 hrs) SYP (Summer Youth Program/min. 4 weeks)
 FT30 (Full-time intensive/ 30 hrs) TFL20 (Test of English as foreign language/min 4 weeks)
 PVT (Private Tutoring/hourly) BE20 (Business English/min. 4 weeks)

Course start date: Monday / ____ / ____ / ____ Course finish date: Friday / ____ / ____ / ____
(month) (date) (year) (month) (date) (year)

Number of weeks: __ __ What is your approximate English level: Beginner Intermediate Advanced

ACCOMMODATION REQUIRED: yes no

if yes, please indicate which type of accommodation:

- Residence (college dormitory) Homestay (stay with a Canadian family)

if homestay, select: *Do you smoke? Yes No * Live with children? Yes No *Live with pets? Yes No

*Do you have medical requirements or food restrictions? Yes No

Please specify: _____

WHEN WILL YOU ARRIVE ? : (please fax a copy of your ticket as soon as you purchase it)

Do you require airport pick up? Yes No

Arrival date: ____ / ____ / ____ Arrival time: _____ am pm
(month) (date) (year)

Flight Number: _____ Name of Airline: _____

Do you require health insurance? Yes No

PAYMENT INFORMATION:

Registration and other fees:	Registration fee	\$ 100.00
(ALL PRICES IN CDN FUNDS)	Airport pick up	_____ (\$ 90.00)
	Airport return	_____ (\$150.00)
	Accommodation placement fee	\$ 100.00
	Accommodations for __ weeks	\$ _____ (Residence or Homestay fee X number of weeks)
	Course fee - Tuition __ weeks	\$ _____ (Program fee X number of weeks)
	Private Transportation fee	\$ _____ (applies to Summer Youth Program ONLY)

TOTAL PAYMENT \$ _____

SIGNATURE REQUIRED ON THE PAYMENT & REFUND FORM



Send completed form to : CLC 5460 Yonge St. Suite 301 Toronto, Ont. Canada M2N 6K7
or fax to: (416) 913 8132 tel: (416) 913 8131 email: info@studyclc.com

PAYMENT POLICY

**Students must pay a minimum deposit of
25% of the total payment fee with a completed registration form.**

***NOTE: Full payment must be received (by CLC) on or before the first day of classes.**

Payment may be made in Canadian or U.S. dollars in the form of International Bank Draft, World Money Order payable to CANADIAN LANGUAGE & LEARNING CENTRE INC. or by Direct Wire Transfer to:
Royal Bank of Canada, 3336 Keele St. North York, On Canada M3J 1L5

BRANCH # 05882 INSTITUTION # 003 CANADIAN DOLLAR ACCOUNT # 1011899

BRANCH # 05882 INSTITUTION # 003 U.S. DOLLAR ACCOUNT # 4002903

Payments may also be made using a valid credit card. Check the card you wish to use;

VISA AMEX MASTERCARD

_____ Credit card number _____ Expiry date
_____ Cardholder's name (as it appears on card)

_____ Cardholder's signature

All payments should be made payable to Canadian Language & Learning Centre Inc. Canadian Language & Learning Centre Inc. assumes no responsibility for any payments made to anyone or any company claiming to represent the school. Canadian Language & Learning Centre Inc. will not be liable in any way to the student for loss, damage, or injury to persons or property however caused.

REFUND POLICY

1. Non-refundable fees include: Registration fee and Accommodation Placement fee.
2. Students unable to obtain a VISA are entitled to a full refund of tuition paid (less the non-refundable fees mentioned in section 1.), once the student has returned the original letter of acceptance, with a copy of the rejection letter from Citizenship and Immigration Canada.
3. Canadian Language & Learning Centre Inc. has the following cancellation policy :

Date of Withdrawal	% of tuition refund
30 or more days prior to start date	75 %
0 to 29 days prior to start date	60 %

NOTE:

Any changes to your program enrollment must be made in writing to, Canadian Language & Learning Centre Inc.

4. Canadian Language & Learning Centre Inc. requires any request for refund where student has registered through an agent, be made through that agent. If student has registered directly through Canadian Language & Learning Centre Inc. an international money order will be issued.
5. Any accommodation cancellation (minimum of 21 days in advance) is subjected to a \$ 150.00 charge on used accommodation fees.
6. A student who wishes to postpone the start date may do so providing they inform the Canadian Language & Learning Centre Inc. in writing at least 4 weeks prior to original start date.

PLEASE READ THE FOLLOWING CAREFULLY:

I, the undersigned wish to register with Canadian Language & Learning Centre Inc. and agree to abide by all the rules and conditions of Canadian Language & Learning Centre Inc.

_____ (Student's signature)

_____ (Parent's signature if student under 18 yrs old)

_____ (CLC representative)

_____/_____/_____
(Date)

SIGNATURE REQUIRED ON THE PAYMENT & REFUND FORM