

APPLICATION FORM / FICHE D'INSCRIPTION /

Section 1 Identification de l'élève / Student Identification

PERMANENT CODE

School Number:

Family Name: _____ First Names: _____ Date of Birth: _____

Place of Birth: _____ Nationality: _____ Mother Tongue: _____ Religion: _____ Gender: M F

Grade Desired at Prep: _____ Last School Attended: _____ Grade: _____ Date Completed: _____

Student Address / Adresse de l'élève

Number: _____ Street: _____ Apt. # _____ City: _____ Province: _____

Postal Code: _____ Telephone Home: _____ Business: _____ Emergency: _____

Parent Identification / Identification des Parents

Father - Family Name: _____ First Names: _____ Place of Birth: _____

Mother- Maiden Name: _____ First Names: _____ Place of Birth: _____

**Section 2 Schedule of Fees and Payment Plan
Plan du paiement**

- All cheques should be made payable to *Collège Prep International*. Fees are due and payable on the dates shown below.
 - **Application fee :** A \$50.00 non-refundable application fee is paid upon submitting an application.
 - **Registration fees:** A \$200.00 non-refundable registration fee is paid upon acceptance.
 - **Student Visas:** Students must pay \$500.00 application processing fee + 25% of tuition fees by certified check.
 - **Book fees:** \$250.00 includes all workbooks and loan of texts.
 - Cancellations received after opening day are subject to a \$500.00 indemnity fee.
 - All applications are subject to review at the end of each Academic year.
 - The school may accept students after the school year has commenced. In these cases, the fee is arranged through the Secretary-Treasurer who will also advise parents of the method of payment.
 - The school reserves the right to make changes in the published scale of fees at its discretion.
 - ***Gym uniform and hot lunches are provided at no additional cost.***
 - Above fees are paid upon acceptance. An invoice will be sent at the end of June 2011, for any texts damaged or not returned.
- The above charges are not part of the fee schedule.**

Group	Plan A	Plan B	Plan C	Due Dates
SECONDARY I, II, III, IV, V				
ELEMENTARY V, VI				

No monthly plan available. No additional charges on Payment Plan B / C.

Section 3 Pour administration / For office use only

Registration Date: _____ Starting Date: _____ Registration Fees: \$ _____ Payment Plan: _____

Approved by: _____ Amount Paid: \$ _____ Invoice Total: \$ _____

STUDENT SHOULD PROVIDE

Birth Certificate: **Dept. of Ed. Transcript:** **Report of last school:** **Medicare Card:** **Other:**

Overseas students are required to furnish immigration documents, a copy of passport face plate and a Power of Attorney.

Section 4 Règlements / Regulations

70. L'établissement ne peut pas exiger de paiement d'un client avant de commencer à exécuter son obligation, sauf le paiement de droits d'admission ou d'inscription n'excédant pas le montant déterminé selon les règlements du ministre.

Il ne peut exiger le paiement de l'obligation du client ou, si des droits d'admission ou d'inscription ont été versés, de son solde en moins de deux versements sensiblement égaux. Les dates d'échéance des versements doivent être fixées de telle sorte qu'elles se situent approximativement au début de chaque moitié, calculée en mois, en leçons ou en unités, de la durée des services éducatifs auxquels l'élève est inscrit.

71. Le client peut, à tout moment et à sa discrétion, résilier le contrat en donnant avis à cet effet par courrier recommandé. Le contrat est résilié de plein droit à compter de la réception de l'avis.

72. Si le client résilie le contrat avant que la prestation des services n'ait été entreprise, l'établissement ne peut exiger qu'une inscription du moins élève des montants suivants: le montant maximal déterminé selon les règlements du ministère ou un montant représentant au plus un dixième du prix total convenu pour ces services.

73. Si le client résilie le contrat après que la prestation des services ait été entreprise, l'établissement ne peut exiger du client que les montants suivants:

1. Le prix des services qui lui ont été fournis calculés en mois, en leçons ou en unités et stipulés dans le contrat
2. À titre de pénalité, le montant obtenu en soustrayant les droits d'admission ou d'inscription du moins élève des montants suivants: le montant maximal déterminé selon les règlements du ministère ou un montant représentant au plus un dixième du prix total convenu pour ces services.

74. Dans les dix jours qui suivent la résiliation du contrat, l'établissement doit restituer au client les montants qu'il a reçus en excédent de ceux auxquels il a droit.

75. Le client peut demander annulation du contrat, s'il constate que l'élève a été admis aux services éducatifs contre les règles régissant l'admission à ces services.

70. No institution may require payment from a client before beginning to fulfill its obligations. This does not apply to admission or registration fees which shall not exceed the amount determined by the Ministry.

The institution may not require the client to pay the told sum due, if admission or registration fees have been paid, in less than two equal payments.

The payment dates must be fixed in such a way that they are at the beginning of each period, or in credits for the duration of the school year for which the student is registered.

71. The client may, at any time and at his discretion, cancel the contract by giving notice to that effect by registered mail. The contract shall be canceled by operation of law from the receipts of the notice.

72. If the client cancels the contract before the provision of services has begun, the institution cannot demand compensation in excess of the amount obtained by subtracting the admission or enrollment fees from the lesser of the following two amounts: the maximum amount determined in accordance with the regulations of the Minister and an amount representing not more than one tenth of the total price agreed upon for the services.

73. If the client cancels the contract after the provision of services has begun, the institution may demand only the following amounts from the client:

1. The price of the services provided calculated in months, lessons, or credits as specified in the contract.
2. As penalty, the amount obtained by subtracting the admission or enrollment fees from the lesser of the following two amounts: the maximum amount determined in accordance with the regulations of the Minister and an amount representing not more than one tenth of the total price agreed upon for the services.

74. In the ten days following the cancellation of the contract, the institution must return to the client the amounts it has received in excess of these to which it is entitled.

75. The client may demand that the contract be annulled if he becomes aware that the student was admitted to the educational services concerned in contravention of the provisions governing admission to those services.

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Section 5 - Authorization

- Je soussigné(e) désire m'inscrire au cours d'études indiqué ci-dessus, aux conditions stipulées et après avoir dûment pris connaissance du présent contrat (du présent formulaire d'inscription) et des règlements (section 4).
- Cette école doit respecter la loi sur l'enseignement privé, les règlements et le régime pédagogique.

- I wish to enroll for the course of studies shown in section 1 above, in accordance with stipulated terms; I hereby declare that I have read and understood this contract (this registration form) and the regulation in section 4 of the form.
- This school conforms to the laws governing private education and the rules and official courses of the Ministry of Education

Signer le:

Parenté: L'établissement s'engage à ne pas transporter, céder ou vendre le present contract.

Signed in duplicate on: _____

Relationship: _____

Nom (en lettres moulées) :

Signature du père ou tuteur :

Name (please print) : _____

Signature of Parent/Guardian: _____

Adresse au travail et tél / Business Address and Tel.

Signature de l'élève/ Signature of Student

Signature Collège Prep International