

# ALPHA INTERNATIONAL STUDENT APPLICATION FORM

Office use only: Student ID # \_\_\_\_\_

<b>PERSONAL INFORMATION</b>			
<input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth: Year: _____	Month: _____ Day: _____ Nationality: _____
Family Name: _____		Given Name (s): _____	
Mailing Address	Street Number and name: _____		
	City: _____		Province/State: _____
	Country: _____	Postal Code: _____	
Phone Numbers: Home _____		Work _____	
E-Mail: _____			
First Language: _____		Other: _____	Country of Origin: _____
<b>Contact Person in Canada</b> (complete only if application is being submitted by someone in Canada on behalf of the applicant)			
Name: _____		Telephone: _____	
E-mail: _____			
<b>FEEDBACK:</b>			
How did you hear about St. Lawrence College?			
<input type="checkbox"/> St. Lawrence College Staff		<input type="checkbox"/> School Counselor	<input type="checkbox"/> Current College Students
<input type="checkbox"/> Alpha College promotion		<input type="checkbox"/> Friends	<input type="checkbox"/> World Wide Web (Internet)
<input type="checkbox"/> Advertisement		<input type="checkbox"/> Recruitment Fair	<input type="checkbox"/> Other
<b>PROGRAM</b>			
<b>English as a Second Language (ESL) Program</b>			Are you applying for ESL Programme? Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> 14 Weeks	<input type="checkbox"/> 28 Weeks	Start Date     /     /	
<input type="checkbox"/> 42 Weeks	<input type="checkbox"/> _____ Weeks	Year Month Day	
<b>Post-Secondary Program</b> (Which program are you applying to?)			
PROGRAM CODE (if known)	PROGRAM TITLE/CAMPUS	PROGRAM LENGTH	START DATE
1. K			Month
			Year
2. K			Month
			Year

**OFFICE USE ONLY:**

MATR: \_\_\_\_\_  
 RESIDENCY: \_\_\_\_\_

CONDITIONS: \_\_\_\_\_  
 LOA SENT: \_\_\_\_\_

<b>ACADEMIC RECORDS</b>
Name of last school attended:
Highest Level Passed:
<b>English Level Testing (Test date must be within the past two years):</b> St. Lawrence College, English for Academic Purposes, LEVEL COMPLETED: Language Test Score (if available): TOFEL:                      IELTS:                      CAEL:                      STEP/EIKEN: Test Completed: Date:                      Country: Other English Assessment:
<b>NOTE: Your most recent high-school, college or university transcript and English Testing Scores must accompany your application for Post-Secondary programs.</b>
<b>AGENT ( Complete only if applicant is represented by an agent)</b> Agent Name:                      Telephone:                      Email:
<b>PROCEDURES FOR PAYMENT</b>
Please send your completed application form to:  <p style="text-align: center;"><b>International Admissions</b>  <b>St. Lawrence College @ Alpha International</b>  <b>3405 Kennedy Rd, 2<sup>nd</sup> Floor</b>  <b>Scarborough, ON M1V 4Y3</b>  <b>Canada</b></p> Fax: 416-640-1330                      Email: admissions@slc-alpha.ca  A non-refundable application fee of CAD \$200 must be sent with this form if you are applying for post-secondary studies. Make drafts payable to St. Lawrence College-Alpha.  Methods of Payment (check one): <input type="checkbox"/> VISA <input type="checkbox"/> MASTER CARD <input type="checkbox"/> Bank Draft / Money Order <input type="checkbox"/> Other  If paying by VISA or MASTER CARD, please complete the following:  Card Number:                      Expiry Date:  Name on Card (print):                      Signature of Cardholder: _____
<b>DECLARATION</b>
I declare the above information is true and complete. I understand that any false or incomplete information submitted in support of my application may invalidate my application and result in the withdrawal by St. Lawrence College of a place which may be offered and that this withdrawal may take place any time in my enrolment.  I authorize St. Lawrence College to obtain details to my academic record at the institutions listed previously and from whom I have provided transcripts. <b>I authorize the release of my official transcript (x 2) upon completion of my academic program to Alpha International Academy</b> (on my behalf).  Signature: _____                      Date: _____ <p style="text-align: center;">Applicant</p>



**ALPHA  
INTERNATIONAL  
ACADEMY**

*an affiliate of*

  
**St. Lawrence  
College**

## ENROLMENT DECLARATION

Family Name: \_\_\_\_\_ Given Name(s): \_\_\_\_\_

How did you apply with our institution?

Self  Agent  Other  \_\_\_\_\_

### Agent Contact Info: (if applicable)

Contact name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

### DECLARATION

I declare the above information is true and complete. I understand that any false or incomplete information submitted in support of my application may invalidate my application and result in the withdrawal by St. Lawrence College of a place which may be offered and that this withdrawal may take place at any time in my enrolment.

I declare that third party services will only be valid as indicated on this declaration at the time of application, and no changes to the specified agent will be allowed after registration.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Applicant**

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Parent/Guardian/Representative** (if applicant is under 18 years of age)



# Alpha International Academy Student Enrollment Contract

- 1) AIA is affiliated with St. Lawrence College, which provides oversight over all curriculum, faculty, and operational quality for college level programs delivered at Alpha Campus. Students are considered enrolled at St. Lawrence College once admitted. Graduates will receive a St. Lawrence College-issued diploma or graduate certificate, depending on their program of study.
- 2) In order to successfully complete the program the Student must have completed all academic requirements of his/her program, and paid off all fees owing.
- 3) Information of enrollment, attendance, and/or grading information will be shared with Citizenship and Immigration Canada when requested, in compliance with any applicable privacy legislation requirements.
- 4) Students are not guaranteed employment upon completion of the program requirements or graduation.
- 5) The Student is obligated to follow policies and procedures as provided in AIA's Policy Manual, AIA's Student Handbook, including AIA Refund Policy, St. Lawrence College's Academic Policy Manual, and any amendments or additions that the student is notified of.
- 6) The Student is responsible for ensuring full payment of his/her tuition, providing and keeping documents up-to-date, fulfilling all academic requirements, withdrawing from courses or the program if needed, notifying AIA of any changes or problems, applying for graduation, etc.

By signing this contract, I fully understand and agree to the terms, conditions, policies, rules, and regulations which are described in the body, and documents referenced to in this contract.

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Name of Student (Print)

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Signature of Student

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AIA Staff

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Date

**Notice of Collection of Personal Information and Consent**  
**(Ministry of Training, Colleges and Universities)**  
**(Citizenship and Immigration Canada)**

The school you are enrolled in has applied to host international students under the new International Student Program. To do so, the Government of Canada requires that your school be designated by the Ministry of Training, Colleges and Universities (the "Ministry"), and for the designation to be renewed at regular intervals.

As part of the designation and renewal processes under the International Student Program, the Ministry will conduct a site assessment to verify the information in your school's application with respect to its educational policies and procedures for all students. As part of the site assessment, the Ministry will need to review a representative sample of student records, such as student contracts, registration forms, records of enrollment, documents pertaining to academic assessment and progress, and other documents contained in the student file. This is to ensure that your school has implemented educational policies and procedures for both its international and domestic students. As such, the Ministry may need to make copies of student records in order to complete the designation process, which requires student consent to access the personal information you have provided to the school.

Your institution will also be required to share enrollment information and reporting with Citizenship and Immigration Canada (CIC) as a condition of being a designated institution approved under the International Student Program.

By signing below;

- you give consent to the Ministry to collect your personal information from your school and use it for the purposes outlined above; and
- you consent to share your attendance information with the CIC for the purposes of the International Student Program.

The Ministry collects and uses this information under the authority of s. 38(2) of the *Freedom of Information and Protection of Privacy Act* and the *Immigration and Refugee Protection Act (Canada)* and its *Regulations*. Questions about the collection, use and disclosure of this information may be addressed to:

**Manager, Quality and Partnerships Unit**  
**Private Career Colleges Branch**  
**Ministry of Training, Colleges and Universities**  
**77 Wellesley Street West P.O. Box 977**  
**Toronto, Ontario M7A 1N3**  
**416-314-0500 or ISP.TCU@ontario.ca**

Name: _____	
Signature _____	Date _____ (DD/MM/YY)

For students under 18 years of age, the parent or guardian must also sign.

Name of parent/guardian: _____	
Signature _____	Date _____ (DD/MM/YY)