

HALIFAX LANGUAGE INSTITUTE OF CANADA REGISTRATION FORM



5640 Spring Garden Road, Halifax, Nova Scotia B3J 3M7 info@hfxlanguage.ca

STUDENT INFORMATION

Name: _____ Preferred name: _____
Gender Identification: _____ Date of birth (MM/DD/YYYY): _____
Country: _____ First language: _____
Phone: _____ Email: _____

Halifax Address: 	International Address:
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Emergency Contact

Name: _____ Relationship: _____ Email: _____ Phone: _____

Agent Information

Agency: _____ Name: _____ Phone: _____

PROGRAM DETAILS

Length of study: _____ Start Date (MM/DD/YYYY): _____ Location: Online Campus (Halifax)

Course

ESL/EAL General English

BE Business English

UBP University Pathway Program

Test Preparation (IELTS, TOEIC, TOEFL, CELPIP)

EAP English for Academic Purposes

Summer/Winter Camp

Your current education level

Jr. High School

High School

College Diploma

Undergraduate Degree

Master's Degree

PhD

MEDICAL INFORMATION

All HLIC students must have valid medical insurance during their stay in Canada

Do you have medical insurance? Yes No If No, HLIC will enroll you in medical insurance
Do you have allergies? Yes No Allergies: _____
Do you have any medical conditions? Yes No Conditions: _____
Do you have any food restrictions? Yes No Restrictions: _____

ACCOMMODATIONS

Please indicate your preferred accommodations during your studies at HLIC

Homestay

HLIC Residence

Granville Hall Residence

Independent Living

AIRPORT TRANSFER

Arrival Date (DD/MM/YYYY): _____ Do you require airport pickup? (\$80.00 CAD): Yes No

If your arrival date has not been confirmed, please estimate your arrival date and let HLIC know your arrival details at a later date.

HOW DID YOU HEAR ABOUT HLIC?

web search/website social media agent word of mouth Fair/event Fair location:
(online or city)

COVID19 UPDATE

HLIC is committed to bringing students quality learning experiences, maintaining a high level of academic infrastructure and providing the expert instructors that students have come to expect from us. In order to support this commitment, tuition fees and policies will not change in the circumstance where we are obligated to deliver our programs in one or more alternative formats as a result of events which are beyond our reasonable control, such as- acts of war, terrorism, pandemics, illnesses, viruses, epidemics, governmental mandates, regulations, labour shortages/strikes, or other factors affecting our ability to provide safe instruction to our student population on campus.

REFUND POLICY

Refund entitlement: Refund entitlement is calculated by the registrar and is based on the total fees due under the registration agreement, less the applicable non-refundable fees and service charges of the financial service/institution that processes the refund. Where total fees have not yet been collected, Halifax Language Institute is not responsible for refunding more than has been collected to date. All refunds will be processed on the Canadian side within 14 days, unless otherwise advised.

1. All tuition payments received before March 2020: If student is declined admission to Canada, HLIC will refund all money paid less registration fee and related financial charges from the bank for sending the funds to and from each account. A letter from IRCC must be presented, along with a refund request, to begin the refund process. For all IRCC visa refusals given after March 2020, our school currently has virtual classes and attendance in person is not mandatory, student registration is therefore to be assumed for virtual classes.
2. Students who cancel before the start date: Students who cancel on the Friday before the start date will receive a refund of all fees minus a 20% cancellation fee on the total amount paid. All related financial charges from the bank will also be deducted from the refund.
3. Students who withdraw within the first week of classes have until 12pm on the first Friday of the semester to withdraw from the course. Students will receive a 65% refund on the tuition fees only. All other fees will be retained (health insurance, books, activities fee, homestay/residence, etc), along with all non-refundable deposits (application, homestay, etc.)
4. Students who withdraw after 12pm on the first Friday of the semester will not be entitled to any refund.
5. Students who are expelled from the school or suspended from studies resulting in non-completion of the course are not entitled to refund. This includes dismissal for behavioural reasons, attitude, or attendance.
6. Students withdrawing from any 2+2-type program are not entitled to any form of refund.
7. No refunds are granted on any visa renewal fees.
8. No refunds are granted on residence fees.
9. No refunds are granted on homestay fees, except in the case of early graduation from the UBP program.

The Executive Director retains the right to waive the cancellation fee at its sole discretion.

I have read the COVID-19 protocols and information PDF's on [HLIC's website](#) and understand what encompasses the study experience abroad following the outbreak of COVID-19. I agree to follow all school policies, and regional, provincial, and national legislation regarding the health and safety of myself and others while studying at HLIC. *This is to certify that the student/parent/spouse whose signature is indicated below, demonstrated understanding of the requirements regarding registration and refund policies as set forth by Halifax Language Institute of Canada. All program terms and conditions have been presented.*



Executive Director, Jordan Reed

Date (MM/DD/YYYY)

End Date

Student Signature

**Please include the non-refundable \$150.00 CAD registration fee with your application
(\$155.00 CAD if payment is made through PayPal)**