



McDONALD INTERNATIONAL ACADEMY

Main Campus
920 Yonge Street, 2nd Floor
Toronto, Ontario, M4W 3C7 Canada
Tel: (416) 322-1502 Fax: (416) 322-5775
<http://www.mcdonaldacademy.com>

North York Campus
5 Park Home Ave. Unit 128
Toronto, ON, M2N 4L4 Canada
Tel: (416) 222-6838 Fax: (416) 222-6898
e-mail: mia@mcdonaldacademy.com

APPLICATION FORM

Overseas / International

200__ - Semester: _____ Grade: ESL / 9 / 10 / 11 / 12 Student ID: _____

Name: _____
Last Name *First Name*

Telephone No. : _____ Date of Birth: ____/____/____ Gender: Male / Female
MM DD YYYY

Home Address: _____

City Province / State Country Postal Code

Passport / ID Number: _____
E-mail

Birth Country: _____ Country of Citizenship: _____

First Language: _____ Other Languages spoken: _____

Do you currently hold a visa to enter Canada? Y/N If Yes: Tourist / Study / Other: _____

Last School Attended: _____ Level/Grade Completed: _____

School Address: _____

English Assessment Result: _____

SUBJECT (S) YOU WISH TO STUDY:

	Course Code	Course Name	Prerequisite Course	Mark (%)
PERIOD 1	_____	_____	_____	_____
PERIOD 2	_____	_____	_____	_____
PERIOD 3	_____	_____	_____	_____
PERIOD 4	_____	_____	_____	_____
PERIOD 5	_____	_____	_____	_____
Other	_____	_____	_____	_____

Signature of Student

Signature of Parents/Guardians (if applicant below 18 years of age)



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SCHOOL REGULATIONS AND POLICY

A. School Policy

- All tuition and other fees should be paid in full within the first two weeks (1 week for summer school/fast track) of the semester. For those students who pay the fee later than the second week (1 week for summer school/fast track) of the semester, a \$30 late charge will be applied to each selected course. If tuition fees are paid after the first 4 weeks (2 weeks for summer school/fast track) of the semester, a \$60 late charge will apply to each selected course. If tuition fees are paid later than 8 weeks (4 weeks for summer school/fast track) after the start of the semester, a \$100 late charge will apply to each selected course.
- The Application Fee and Tuition Fee must be submitted with the Application Form; the Application Fee is non-refundable. Fees must be paid in full by cheque, cash or bank draft only and should be made payable to: **McDONALD INTERNATIONAL ACADEMY**
- There will be a \$30 charge for bounced cheques. The school will accept cash only for any school fees from a student with a history of paying with bounced cheques.
- All fees are not transferable under any conditions. Tuition fees must be used within one year of payment date.
- The student is required to purchase the necessary textbooks for each course. If the textbooks are returned to the School in good condition, at end of the course, the School will refund 70% of the value of the textbook (value when purchased) with receipt, 50% will be refunded if there is no receipt. If a book is returned late (ie. After another semester has passed), students may not be eligible for a refund.
- The student is expected to **maintain good attendance and participate in class for 110 hours** in order to acquire a credit. If he/she misses **five** classes, he/she may be dropped from the class and **receive no tuition refund**.
- The prices are subject to change without prior notice.

B. Refund Policy (Local Students)

- If a student decides to drop a course for a valid reason before or within the first week (three days for the summer school/fast track) of the semester, 70% of the Tuition Fee will be refunded. If the student drops out within two weeks (five days for the summer school/fast track), 50% of the Tuition Fee will be refunded. After two weeks of the semester, there will be no refund.
- In the event that a Letter of Acceptance is issued on behalf of a student for visa or passport extension purposes, there will be no tuition refund unless the extension is rejected. Proof from Canadian Immigration or Embassies must be provided in order to receive a refund.

Refund Policy (Overseas Applicants)

- Once the student has been accepted by the school and paid the full Tuition Fee, there will be no refund except under the following condition:
When a new student is unable to obtain a valid student visa or passport to enter Canada to begin study at the school, the said student will receive a full refund of tuition fees (CAD\$12,00.00). The Registration Fee (CAD\$200.00) is not refundable.
- If a student is granted a student visa and decides not to study at our school, there will be no tuition refund under any conditions.

There will be no refund under any conditions if the student's visa application is refused, and he/she does not apply for a refund within 15 months after the student is admitted into our programs.

I agree to follow the above policy and I am willing to abide by the regulations set up by the School thereafter.

Student Signature

____/____/____
MM DD YYYY

FOR OFFICE USE ONLY

FEES:

1. APPLICATION FEE:

Overseas Applicant:

Registration Fee: CAD \$200 CAD\$_____

2. TUITION FEE:

Overseas Applicant: CAD\$12, 000 (one year) CAD\$_____

Additional Courses: CAD\$880 X _____ courses CAD\$_____

TOTAL: _____

METHOD OF PAYMENT: MONEY ORDER BANK WIRE CHEQUE CASH

PAYMENT RECEIVED IN THE AMOUNT OF \$_____ on ____/____/____ by _____
MM DD YYYY

BALANCE DUE: _____

RECEIPT #: _____