

STUDENT INFORMATION

Last Name _____ First Name & Middle Name _____

Mailing Address _____

Mailing Address in Canada (if available and different from above) _____

Student Telephone Number _____ Student Email Address _____

International Student: Yes No

Date of Birth:										Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female
	Y	Y	Y	Y	M	M	D	D				

COURSE INFORMATION

Course Title _____

_____ Contract Start Date _____ Contract End Date

Credential Issued on Graduation Certificate

Program Delivery Method (select all that apply) In-class

Language of Instruction: English French

COURSE PREREQUISITES

As per CAA course prerequisites listed online

COURSE OUTLINE

As per CAA course description listed online

PROGRAM COSTS

As detailed in the online registration confirmation email under "Cost Breakdown"

PAYMENT TERMS

All program costs are paid during the online registration process

REFUND and CANCELLATION POLICY

The Refund and Cancellation Policy applies to the *tuition and course materials* portion of course fees only. The policy does NOT apply to the non-refundable portion(s) of your fees including the *administration fee or hut fees (if applicable)*.

- 1) If the institution receives tuition from the student (or a person on behalf of the student) the institution will refund the student (or the person who paid on behalf of the student) the tuition that was paid in relation to the program in which the student is enrolled if the institution receives a notice of withdrawal from the student no later than seven days after the registration date and two weeks before the course start date.
- 2) The institution will refund the tuition for the program and all related fees paid by the student (or a person on behalf of the student) enrolled in the program if the student is enrolled in the program without having met the admission requirements and did not misrepresent his or her knowledge or skills when registering.
- 3) If the institution receives a notice of withdrawal from a student:
 - a) more than seven days after registering and
 - i. at least 30 days before the course start date, the institution may retain up to 10% of the tuition due under the student enrolment contract, to a maximum of \$1,000.
 - ii. less than 30 days before the course start date, the institution may retain up to 20% of the tuition due under the student enrolment contract, to a maximum of \$1,300.
 - b) after the course start date
 - i. but before 11% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 30% of the tuition due under the student enrolment contract.
 - ii. and after 10% but before 30% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 50% of the tuition due under the student enrolment contract.
- 4) If the institution provides a notice of dismissal to a student and the date the institution delivers the notice to the student is:
 - a) before 11% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 30% of the tuition due under the student enrolment contract.
 - b) after 10% but before 30% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 50% of the tuition due under the student enrolment contract.
- 5) The institution will refund fees charged for course materials paid for but not received if the student provides a notice of withdrawal to the institution or the institution provides a notice of dismissal to the student.
- 6) Refunds required under this policy will be paid to the student (or a person who paid the tuition or fees on behalf of the student) within 30 days:
 - a) of the date the institution receives a student's notice of withdrawal,
 - b) of the date the institution provides a notice of dismissal to the student,

c) of the date that the registrar provides notice to the institution that the institution is not complying with section 2 of this policy.

7) Refunds due to medical reasons:

(a) If written notice of withdrawal due to medical reasons is received by the institution before the commencement of the period of instruction specified in the contract, the institution may retain the administration fee amount. The written notice must be accompanied by a letter from a doctor confirming the medical reason(s) for withdrawal.

(b) If written notice of withdrawal due to medical reasons is received by the institution after 10% and before 30% of the period of instruction specified in the course has elapsed, the institution may retain 50% or the tuition fees due under the contract. The written notice must be accompanied by a letter from a doctor confirming the medical reason(s) for withdrawal.

(c) If written notice of withdrawal due to medical reasons is received by the institution after 30% of the period of instruction in the course has elapsed, no refund is required. The written notice must be accompanied by a letter from a doctor confirming the medical reason(s) for withdrawal.

8) If a student wishes to withdraw from one course, for which they are registered, in order to register for the same course offered on a different date and within the same season, a \$55 administration fee will apply. Note that this option is not available within two weeks of the course start date.

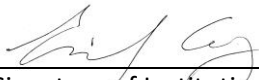
STUDENT DECLARATION

I consent to the sharing, in accordance with applicable Provincial privacy legislation, of my enrolment and reporting information between the Canadian Avalanche Association and Immigration, Refugees and Citizenship Canada, as necessary, for the purposes of the International Student Program.

Student Signature

Date Signed

INSTITUTION SIGNATURE



Signature of Institution Representative

July 19, 2019

Date Signed