

DOUGLAS COLLEGE
STUDENT PARTNERS PROGRAM (SPP) CONFIRMATION OF ACCEPTANCE
2011 WINTER SEMESTER (January to April)

I wish to advise Douglas College International Admissions of the following:

- [] I confirm acceptance of an offer of admission and my tuition and service fees **(\$5,528.10 CAD)** for a full-time course load of 12 credits is enclosed.
- **Your tuition fee payment deadline is stated in the offer of admission letter.**
 - New first-semester international students are required to be enrolled in a full-time program of studies (minimum of 12 credits).
 - Students who register for more than 12 credits will be required to pay the tuition fees for the **additional credits by November 29, 2010.**
 - Students who register in a Math course (except Math 1110 and Math 1191) are required to pay a lab fee of \$88.60 per Math course. **The lab fees are due by November 29, 2010.**

[] I decline Douglas College's offer of admission.

Refund Policy:

PLEASE READ BEFORE SIGNING First-semester Student Partners Program students:

- a. Once a letter of acceptance has been issued under an Student Partners Program framework, all tuition and fees are **100% NON-REFUNDABLE.**
- b. Exception: If Study Permit application under the Student Partners Program is rejected. In this situation upon receiving a copy of the rejection letter and verification from the Canadian High Commission 100% of the tuition will be refunded minus a \$250.00 handling fee.

Students who confirm acceptance of admission by submitting full tuition fees for one semester, but subsequently are unable to arrive in Canada before the start of a semester due to exceptional circumstances (example - delay in issuance of Study Permit), may defer their admission to the next semester on a one-time only basis. The request for deferral must be submitted in writing with your signature (**letter or fax only**) to Douglas College International a minimum of 5 business days (Monday to Friday) prior to the first day of the semester.

I have read and understood the above information and agree to abide by all conditions.

Name (please print): _____ Student Number: _____

Signature: _____ Date: _____

(Sign and return one copy to Douglas College and retain one copy for your reference.)

(Confirmation of Acceptance – 2011 Winter – 2010.26.07)

DOUGLAS COLLEGE
2011 WINTER SEMESTER (January to April)
WITHDRAWAL DEADLINE

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
December 12, 2010 Non-business day	December 13	December 14	December 15	December 16 DEADLINE to notify College if you have not yet received approval for a study permit	December 17 5 business days	December 18 Non-business day
December 19, 2010 Non-business day	December 20 4 business days	December 21 3 business days	December 22 2 business days	December 23 1 business day	December 24 Christmas Eve College Closed Non-business day	December 25 Christmas Day College Closed Non-business day
December 26, 2010 Boxing Day College Closed Non-business day	December 27 College Closed Non-business day	December 28 College Closed Non-business day	December 29 College Closed to the public Non-business day	December 30 College Closed to the public Non-business day	December 31 New Year's Eve College Closed Non-business day	January 1, 2011 New Year's Day College Closed Non-business day
January 2, 2011 Non-business day	January 3 College Closed Non-business day	January 4 First day of classes for 2011 Winter Semester	January 5	January 6	January 7	January 8

THURSDAY, DECEMBER 16, 2010 IS THE LAST DAY to Notify the College if you have not yet received approval for a study permit

**All students are expected to be in attendance from the first day of the semester:
TUESDAY, JANUARY 4, 2011
It is not acceptable to arrive after the first day of classes**

Students are expected to attend the first class of the semester. Students who are registered and unable to attend the first class of a course should inform their instructor by e-mail, in person or by telephone (but not voice mail) of the intended absence by the start of the first class. Where this is not possible, notification by e-mail, in person or by telephone (but not voice mail) must be received prior to the scheduled start of the second class. Students may be required to provide evidence of notification. If registered students miss their first class and do not notify their instructors prior to the scheduled start of the second class, their seats in that course may be given to other students. Any student whose seat is given away must officially withdraw from the course. If withdrawal or course drop procedures are not completed, the grade of UN will be recorded and counted as a zero in the grade point average calculation. Normal refund policies and deadlines apply. Tuition fees for the first 12 credits are non-refundable and non-transferable for new, first semester international students. **CONTACT DOUGLAS COLLEGE INTERNATIONAL IF YOU ABSOLUTELY CANNOT ARRIVE BEFORE THE FIRST DAY OF CLASSES.**

(Confirmation of Acceptance – 2011 Winter – 2010.05.06)