

Windsong School of Healing Ltd. Student Application for Admission



Windsong School of Healing Ltd.
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www.windsonghealing.com

PCTIA Registration Number **2056**

This Institution is PCTIA Accredited: Yes
 No

Name, Address, and Telephone Number of Campus to be Attended
 (If different from main location)

STUDENT INFORMATION

Student Last Name

Student First Name and Initial

Student Previous Last Name (if applicable)

Student Previous First Name and Initial (if applicable)

Student Local Mailing Address (including country)

Postal Code

Student Permanent Mailing Address (including country) (if different from above)

Postal Code

Student Telephone Number

Alternative Telephone Number

Student Email Address

International Student:

Yes

No

Student Alternative Email Address

Date of Birth:

Y Y Y Y M M D D

Gender

Male

Female

Postal code of last permanent residence in Canada

PROGRAM INFORMATION

Program Name (as registered with PCTIA)

Program Duration in Hours

Program Duration in Months

Program Start Date

Program End Date

Credential Issued on Graduation

Diploma

Certificate

Post-Diploma

Other (please specify) _____

Program Delivery Method

On-Site

Distance

Combined

Language of Delivery if other than English _____

PROGRAM ADMISSION REQUIREMENTS

Admission to the Full-Time Onsite Program Requires: Copy of Birth Certificate; Copy or Original of High School Diploma or Completed Transcript; Completed Admissions Form With Written Student Interview and 2 Letters of Reference; Medical Health Clearances Letter & Criminal Record Check for “Working with the Vulnerable Sector” in a Student Clinic ; Payment of Non-Refundable \$150.00 Admissions Fee. Any on site course pre-requisites.

Onsite Interview for Government Student Loans

Admission to The Part Time Combination Program Requires: Copy of Birth Certificate; Copy or Original of High School Diploma or Completed Transcript; Completed Admissions Form With Written Student Interview and 2 Letters of Reference; Payment of Non-Refundable \$150.00 Admissions Fee. (For onsite Student Clinic: Medical Clearances Letter and Criminal Record Check for “Working With the Vulnerable Sector”)

Onsite Interview for Government Student Loans

Admission to any program for International Student Requires: The above Documentation accompanied by a Valid Student Visa and English Competency Certificate; Payment of Non-Refundable \$200.00 Admission Fee.

Admission as a Mature Student to Any Program Requires: Copy of Birth Certificate; Transcripts of GED Equivalent or Post Secondary Education showing more than 1 calendar year out of school post the age of 19; or signed letter of English Competency; Completed Admissions Form With Written Student Interview and 2 Letters of Reference; Medical Health Clearances Letter & completion of requirements for Onsite, Distance, or International students; Payment of Non-Refundable Admissions Fee.

PROGRAM COSTS

Program Costs in Canadian Dollars (\$CDN):	Amount
• Tuition	\$
• Registration/Application Fee	\$150.00
• Prior Learning or Portfolio Assessment Fee (if applicable)	
• Textbooks	\$
• Supplies/Materials	\$80.00
• Lab Fees	\$
• Uniforms	\$
Other (please specify) <u>Archiving Fee</u>	\$3.50
Other (please specify) _____	\$
TOTAL PROGRAM COSTS	\$

PAYMENT PLAN

Payment will be made by way of: Certified Cheque, Cash, Credit Card

Payment Amount(s)	Date(s) Due
Registration Fee \$150.00	Non- Refundable Upon Application
Tuition Fees \$	Refund Policy In Effect
Books and Supplies \$	No refunds on used materials
Archiving Fee \$3.50	No Refund Available
Total Fees Due \$	Paid By

Important Information

Before you begin studies at a registered institution you must sign a student enrolment contract. The institution is required to provide you with a signed copy of your enrolment contract and to maintain a copy in your student file. Under the Personal Information Protection Act, you are entitled to access your student file. Further information about storage and access to your student file is contained in the institution’s Privacy Policy.

Before you sign an enrolment contract, there is important information you need to know:

Required Information

The institution must provide you with written copies of its: Dispute Resolution / Grade Appeal Policy, Dismissal Policy, Admissions Policy, Privacy Policy, Attendance Policy, and Tuition Refund Policy, plus a copy of the Program Outline for the program you are taking. Ensure you have understood this information before you sign an enrolment contract.

Your enrolment contract must include the institution’s tuition and fee refund policy which sets out the amount of tuition that will be retained in the event you withdraw or are dismissed from the program. The institution’s tuition and fee refund policy must comply with the minimum requirements established by PCTIA’s Bylaws, as set out below:

Your student enrolment contract must include a copy of the B.C. Private Career Training Institutions Agency Statement (Appendix “A”) and an Authorization for Indirect Collection of Personal Information (Appendix “B”).

Prohibitions:

- **The institution is prohibited from guaranteeing a student or prospective student employment, income, or eligibility for a work permit;**
- **Program admission requirements for your program of study cannot be waived;**

DECLARATION	
By signing this form, the student acknowledge having read the information under the heading “Important Information” contained herein prior to executing this enrolment contract.	

Printed Name of Student	
_____	_____
Signature of Student	Date Signed