



International Student Checklist & Information

Qualicum International Student Programs



Obtain Student Authorization

All students must obtain a Student Permit from the Canadian Embassy or Consulate in the country where the student resides. When in Canada, it is the student's responsibility to keep the Student Authorization updated and current. Student Authorizations must be renewed six weeks before the expiry date and may be renewed in Canada. To attain this document, students must provide the Embassy with:

- the official Letter of Acceptance from Qualicum School District International Students Program stating that the required fees have been paid;
- a bank statement indicating that the student or parents have sufficient funds to support the student's period of study;
- a Guardianship Letter, notarized and signed by the Principal of the school and the student's parents.

Qualicum School District International Students Program will issue a letter as proof of registration for those students who will be continuing their studies in Qualicum School District. The Immigration authorities have the right to inquire about a student's record of attendance and achievement at school. If attendance or achievement has been poor, a student may be refused renewal of the Student Authorization. This may require the student to leave Canada. Please note that for a period less than 6 months, students will only need a visitor's visa. International students may attend only the school named on the Authorization.

Guardianship

All students under 18 years of age are required by Canada Immigration to have a legal guardian who is a Canadian citizen and resides in Canada. Homestay parents or the school Principal provide guardianship to students. Parents should check with the Canadian Embassy or Consulate in their country of residence for specific guardianship requirements.

Medical Insurance

The Government of British Columbia requires all international students to have medical and accident insurance while studying in British Columbia. Proof of medical insurance is required.

Before arrival, students should buy medical insurance to cover the first week or two in Canada. On Orientation Day, students will be required to buy medical insurance for the first six months. The cost is approximately \$450 (Cdn) per year. Students may use their own insurance provider but must show proof of coverage.

Refund Policy

Withdrawal by November 1

- refund of 60% of tuition fee and remaining homestay fees

Withdrawal by February 1

- refund of 30% of tuition fee and remaining homestay fees

There is no refund of fees if a student:

- is found to be in serious contravention of school rules and is asked to leave the school (for example - chronic, unexplained absenteeism; consuming alcohol or drugs at school or while in a homestay situation; demonstrating behaviour which impacts negatively on Qualicum School District International Students Program;
- decides to withdraw from school at any time during the first year (four quarters) of study in the Qualicum School District International Students Program;
- has been removed from two homestay placements for violation of the Homestay Policy.

All requests for refunds not covered by the above must be submitted in writing to the Program Administrator of the Qualicum School District International Students Program.

The following fees are not refundable

- Application Fee of \$150 (Cdn).
- Homestay Placement Fee of \$150 (Cdn).

Qualicum International Student Programs

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