



Education Information:

High School Name: \_\_\_\_\_ Graduation Year: \_\_\_\_\_

School Address: \_\_\_\_\_  
Street No. and Name City Country Postal Code

School Phone Number: \_\_\_\_\_ School Email: \_\_\_\_\_

Current School Name (if applicable): \_\_\_\_\_ Last Date Attended: \_\_\_\_\_  
dd/mm/yyyy

School Address: \_\_\_\_\_  
Street No. and Name City Country Postal Code

School Phone Number: \_\_\_\_\_ School Email: \_\_\_\_\_

Ontario Education Number (If applicable): \_\_\_\_\_

Has student received Special Education support?  Yes  No

If yes, type of program (if known) \_\_\_\_\_

Is this student currently under expulsion from any school or school board?  Yes  No

Is this student currently under suspension from another school?  Yes  No

**Required Documentation for Canadian Citizen or PR Student:**

- current photo ID
- last report card showing prerequisites earned or transcript

**Required Documentation for International Visa Student:**

- copy of passport
- last report card showing prerequisites earned or transcript

Contact Information:

**Primary Contacts (Mother/ Father/Guardian)**

Name: \_\_\_\_\_  
Mr/Mrs/Ms Surname First Name Middle Name

Relationship to Student:  Mother  Father Language Spoken: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Business Phone Number: \_\_\_\_\_  
Area Code – Phone Number Area Code - Phone Number

Cellular Phone Number: \_\_\_\_\_ E–MailAddress: \_\_\_\_\_  
Area Code – Phone Number

Address: \_\_\_\_\_  
(If parent/guardian and doesn't live with student) Street No. and Name Apt. # City Country Postal Code

Name of Guardian: \_\_\_\_\_  
Mr/Mrs/Ms Surname First Name Middle Name

Language Spoken: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E–Mail Address: \_\_\_\_\_  
Area Code – Phone Number

## Please read the following policies and waiver

### REFUND POLICY FOR TUITION FEE

No refund will be granted for students registering to Laureate College (LC) for online learning, including registration fee. Many administrative tasks are initiated once a student registers with LIC for keeping our records updated and for the Ministry of Education.

Refund will be granted if choosing In Person Instruction and was denied a Student VISA. Letter of refusal must be provided to obtain a refund less \$250 Registration Fee.

### COURSE PREREQUISITE POLICY

Certain courses require the student to have completed a prerequisite course. It is the student's responsibility to provide a copy of an Ontario Student Transcript, Report Card, or Credit Counselling Summary showing successful completion of the prerequisite course. This document must be provided before the student begins the online course.

### COURSE CHANGE POLICY

After a student has registered into a course/program, a student/teacher may recommend a course change within the first 3 days without any penalty. After this date, there will be an administration fee \$100.

### CONFIDENTIALITY POLICY

Please note that Laureate College (LC) may communicate with parents or legal guardians of students under the age of 18 as well as communicating with any student's home school and applicable academic institutions or organizations. Students over the age of 18 will receive an email upon registration requesting permission to allow LIC to communicate with third-party individuals/organizations.

### PARTICIPATION AGREEMENT:

Laureate College is committed to providing a high standard program for Laureate students. Each Laureate student must participate and accept the following conditions:

1. Obey the laws of Canada, the Province of Ontario and the rules, guidelines, and policies of Laureate College.
2. Meet the requirements of attending virtual classes.
3. Inform the school of any changes to any personal information (e.g. address, phone no., etc.)
4. Share reports on academics, attendance, and other concerns with parents, custodian, and school personnel to provide essential support to achieve success.
5. Accept that Laureate administration has the right to make educational decisions such as placement and program choice based on the information provided in the application.
6. Understand and agree that any inaccurate information provided in the application may lead to immediate dismissal with no refund of tuition fee.
7. Communication with parent/guardian will be a requirement regardless of student's age unless a court order is provided stating otherwise with special circumstances.

All information provided above is correct and true. All admissions are conditional pending receipt of required documentation. I have read, understand, agree, and accept to follow the rules and guidelines as outlined above. Further, I consent to the receipt of all e-mail communications from Laureate College (LC) in regards to school and student information and reminders.

\_\_\_\_\_  
Signature of Student

Date: \_\_\_\_\_  
YYYY/ Month/ DD

\_\_\_\_\_  
Signature of Parent/Guardian

Date: \_\_\_\_\_  
YYYY/ Month/ DD

**General Release/Waiver:**

We, the undersigned, do waive and release all claims against Laureate College for the injury, loss, damage, accident, delay or expense resulting from the student's participation in online activities. We also release Laureate College and agree to indemnify it, with regard to any financial obligations or liabilities that the student may personally incur, or any damage or injury to the person or property of others that the student may cause while participating in the online school programs.

We understand that the student's participation in the program may be terminated at the discretion by the school without any refund of tuition fee and removed from the online program at his/her own expense if rules, policies, and expectations are not met.

We understand that the student has no history of criminal behavior. Any disputes of a legal nature must be resolved through the Ontario courts.

We fully understand the refund policy of Laureate College.

All information provided above is correct and true. All admissions are conditional pending receipt of required documentation.

\_\_\_\_\_  
Signature of Parent/Guardian/Student if 18 years or over

Date: \_\_\_\_\_

YYYY/ Month/ DD