



Applicant Information

Family/Last Name: _____ UW Student #: _____
*exactly as name appears on passport *if available

Given Name: _____ Date of Birth (mm/dd/yy): _____
*exactly as name appears on passport

Gender: ☐ Female ☐ Male ☐ Other Citizenship: _____ First Language: _____

Status: ☐ Canadian Citizen ☐ Permanent Resident ☐ International Student ☐ Visitor ☐ Other _____
*please identify

Contact Information

Permanent Address:

Street Address: _____ City: _____

Province/State: _____ Country: _____ Postal/Country Code: _____

Telephone: _____ Fax: _____ Email: _____

Mailing Address:

Street Address: _____ City: _____

Province/State: _____ Country: _____ Postal/Country Code: _____

Program Selection

Dates: January 25 - April 12, 2021

Indicate which course you want to apply for:

- Oral Communication for **Business Professionals**
- Oral Communication for **Accounting Professionals**
- Oral Communication for **Engineering Professionals**
- Oral Communication for **Professionals**

FOR OFFICE USE ONLY:

Processed by: _____

Documents: _____

Date: _____

English Proficiency

A high intermediate / Canadian Language Benchmark (CLB) level 6 or higher is recommended for this program

Have you taken an English proficiency test or have a copy of your most current CLB level?

☐ YES ☐ NO

If "YES", indicate the type of test, e.g. IELTS or TOEFL, and your overall score:

Test: _____ Score: _____ Assessment Date (mm/dd/yy): _____

OR if "YES", submit a copy of the test scores with this program, application form and indicate your most current CLB level:

Listening _____ Speaking _____ Reading _____ Writing _____ Assessment Date (mm/dd/yy): _____



Additional Information

Where did you first hear about The University of Winnipeg English Language Program?

Why have you registered for this program?

What are your future plans? (e.g. enter university, advance in your career, etc.)

Program Costs

Application Fee

\$120

The application deadline is September 7, 2021. The application fee is due when you submit the program application form. Your application will not be processed until the application fee payment has been received. This fee is required for first-time applicants only. If you apply to another UW program in the future, your application fee will be waived.

Tuition per Course

\$525

The tuition fee is due by the application deadline. A \$100 late registration fee will apply after the deadline.

Payment Details

Enclosed payments with application:

☐ **Application fee** **\$120** **required for first time applicants only*

☐ **Tuition fee** **\$525 per course**

FOR OFFICE USE ONLY:

Receipt #: _____

Receipt #: _____

Receipt #: _____

PAYMENT ENCLOSED: \$ _____

All fees must be paid to The University of Winnipeg in Canadian funds. Indicate payment type:

Credit Card

Card type: ☐ VISA ☐ MasterCard

Card Number: _____

Expiry date: _____

Cardholder's name: _____

Program Policies

Deferral Policy:

- If you wish to transfer to another term, ELP must receive written notice of deferral at least two weeks before the program start date. You can only defer twice and will be charged a \$100 administrative fee per deferral.
- If you wish to transfer your homestay to another term, the Homestay Program must receive written notice of deferral at least two weeks before the program start date. You can only defer twice and will be charged a \$100 administrative fee per deferral.

Late Registration and Refund Policy:

- The application fee and tuition deposit are non-refundable.
- The tuition fee is non-refundable after the application deadline which is two weeks before the program start date.
- A \$100 late registration fee will apply after the application deadline.
- The tuition fee is refundable if you wish to withdraw voluntarily before the deadline which is two weeks before the program start date. To receive a refund, ELP must receive written notice at least two weeks before the program start date. You will be charged a \$250 administrative fee.

All programs, dates, policies, and fees are subject to change without notice. The University of Winnipeg reserves the right to cancel courses or programs; in these cases, all payments are returned to students.



Release of Information

Complete this section if you wish to authorize the university to disclose information regarding your enrolment status or release your documents to a Third Party.

Name: _____ ☐ Parent ☐ Guardian ☐ Next of Kin

Telephone: _____ Email: _____

I declare that I have read and understood the information on this application, and that all statements made with respect to this application are true and complete. I understand and I agree to the payment schedule and refund policy of the English Language Program. I understand that accepting this declaration permits The University of Winnipeg to request, confirm, and/or share any necessary information with other educational institutions to support my application. I understand that information regarding my enrolment status in the program and copies of my enrolment documents may be disclosed to any third party noted in the above "Permission to Release". I agree, if admitted, to comply with the regulations of The University of Winnipeg.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FIPPA): The University of Winnipeg will use the personal information collected on this form for registration, accounting and correspondence purposes related to fee payment only. It is collected under the general authority of The University of Winnipeg Act, in conformity with, and protected under, the Manitoba Freedom of Information and Protection of Privacy Act. Elements of your personal information may also be provided to program staff to inform you of program and community events, and to Advancement Services/University of Winnipeg Foundation for alumni contact purposes. Finally, personal information may be used to conduct research into program enrolment and related statistical profiling activities. If you have any questions about the collection and use of this information please contact: Dan Elves at da.elves@uwinnipeg.ca.

I have read and understood the FIPPA statement and Important Program Policies above.

Student Signature: _____ Date: _____

Email the completed application form, fees and required documents to:

English Language Program
The University of Winnipeg
515 - Portage Avenue Room 1C15
Winnipeg - Manitoba, Canada R3B 2E9

Tel: 204.982.1703
Email: infoelp@uwinnipeg.ca
Website: <https://www.uwinnipeg.ca/elp/oral-communication-for-professionals.html>