



Applicant Information

Have you ever applied to/been registered with The University of Winnipeg? Y/N _____

Family/Last Name: _____ Middle Name: _____

First Name: _____ UW Student #: _____

*if available

Gender: Female Male Gender Diverse Prefer Not to Say Date of Birth (mm/dd/yy): _____

Citizenship: _____ First Language: _____

Do you currently have a valid passport? Y/N _____

Passport Name: _____

Enter your name exactly as it appears on your passport.

Contact Information

Permanent Address: This address appears on the Letter of Acceptance. Program updates are sent via email. Use the personal email that you check frequently.

Street Address: _____ City: _____

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

Telephone: Cell: _____ Email: _____

Home Phone: _____

Mailing Address:

Street Address: _____ City: _____

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

Demographics

Citizenship Status:

Canadian Citizen Canadian Permanent Resident or Refugee International

For Canadian Citizens:

Aboriginal Self-Declaration Y/N _____

Aboriginal Ancestry: First Nations First Nations Non-Status Inuit Metis Other

For Permanent Residents/Refugees:

Country of Citizenship _____ Date of Permanent Resident/Refugee Status _____

For International:

Country of Citizenship _____ Date of Entry into Canada, if known _____

Emergency Contact Information

I, _____, consent to the release of my personal information to the contact listed below in case of emergency during my time in the English Language Program at The University of Winnipeg.

First Name: _____ Last Name: _____ Relationship: _____

Telephone: _____ Email: _____



Program Selection

I wish to apply for the following Short-Term Program:

For more information visit
[CWE Website](#)

Title: Canadian Workplace Experience

Term: Winter 2021

Dates: January 5 – February 19, 2021

FOR OFFICE USE ONLY:
Processed by: _____
Documents: _____
Date: _____

English Proficiency

Have you taken an English proficiency test? YES NO

If "YES", submit a copy of the test scores with this program application form and indicate the type of test, e.g. IELTS or TOEFL, and your score:

Test: _____ **Score:** _____

Test Date (y/m/d): _____

Note: Recommended language levels for the CWE Program are TOEFL iBT 61 or IELTS 5.5 or TOEIC 800

Additional Information

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

What is your highest level of education?

Secondary / High School Post Secondary/University or College

Institution Country: _____ Institution City _____ Institution Name: _____

High School:

Did you graduate? Y/N _____ Graduation Year, if applicable _____

Post-Secondary:

Credential Earned? _____ Degree Diploma Not applicable

Degree Name _____ Graduation Year _____

Please indicate which information can be shared with your Agent: Admission Academic Financial All

Do you have an agent? YES NO

If "YES", please provide the complete legal name of your agent: _____

Agent First Name _____ Agent Last Name _____

Agent Email Address _____ Agent Phone Number _____

Agent Address _____



Program Costs

The application fee and tuition deposit are due when you submit this program application form. .

Program Application Fee **\$120** **required for first time applicants only*

Tuition & Deposit **\$2,400**

A tuition deposit of \$500 is due with the program application. The final remaining tuition fee payment is due three weeks before the program start date. A \$100 late payment fee will apply after the deadline.

Health Insurance Fee **\$90.00**

Health coverage is required when in Canada and a student insurance plan is provided with Guard.me. You must purchase health insurance through The University of Winnipeg. Health insurance must be paid with all other program fees, three weeks before program start date. If you are in Canada outside of the ELP health insurance coverage dates, you are responsible for your own health insurance coverage purchase. For your convenience, you can go to Guard.me website at <https://www.guard.me> to purchase additional health insurance coverage.

Homestay Program

Do you want to enroll in the Homestay Program? YES NO

If "YES," submit a Homestay Program application form with this program application form. The Homestay Program application forms can be found on the "Homestay" section of our [Homestay website](#)

Note: The Homestay Program application and placement fees are due when you submit the homestay application form. Your application will not be processed until payment has been received. The final remaining homestay fee payment is due three weeks before the program start date. A \$100 late payment fee will apply after the homestay application deadline.

Homestay Application Fee **\$130**

Placement Fee **\$240**

Homestay Fee **\$1,400**

Special Diet Administration Fee **\$120**

Special Diet Fee (i.e. Vegan, Vegetarian, Gluten Free, Halal, Kosher etc.) **\$120/month**

Payment Details

All fees must be paid to The University of Winnipeg in Canadian funds. Enclosed payments with application:

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

Tuition

Deposit \$500 **required with application*

or **In-full \$2,400** **advance payment optional*

Health Insurance fee \$90.00 **advance payment optional*

Homestay Program Fees **if applicable*

Homestay Application fee \$130 **required for first time applicants only*

Placement fee \$240 **required with application*

Homestay fee \$1,400 **advance payment optional*

Special Diet Administration Fee \$120 **required with application*

Special Diet Fee \$120/month **advance payment optional*

FOR OFFICE USE ONLY:

Receipt #: _____

Receipt #: _____

Receipt #: _____

Please indicate the amount you want to pay: \$ _____



Payment Details Cont'd

Indicate payment type:

Credit Card

Card type: VISA MasterCard

Card Number: _____

Expiry date: _____

Cardholder's name: _____

Cheque/Money Order **accepted from Canadian banks only*

Debit/Cash **in-person only*

International Payments via Flywire

- You require a student number to pay via Flywire. Visit <https://www.flywire.com/> to learn more information.
- Submit this application form without the required fees and request a student number.
- Use the student number we provide to make your payment at <https://www.flywire.com/pay/uwinnipeg>.
- Submit a copy of your Flywire transfer receipt to the ELP Registration Office.

Program Policies

Letter of Acceptance (LOA): After we receive your application form, application fee and tuition deposit payments, we will send you a Letter of Acceptance for each session for which you have paid a tuition deposit.

Study Permit: You do not need a study permit if you plan to study for less than six months in Canada. You do need a study permit if you plan to study for more than six months in Canada. Please consult your nearest Canadian Consulate or Embassy for more information.

Important: ELP may be required to provide the federal and provincial governments, information related to attendance and/or proof of progress in a program for all international students. Such information sharing shall comply with applicable privacy legislation requirements. Any change in study status (e.g. you are no longer studying at the university due to financial arrears) may be updated with Immigration Refugees and Citizenship Canada (IRCC) as per the requirements of the International Student Program.

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 \$50 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 \$50 administrative fee per deferral.

Late Payment and Refund Policy:

- The application fee, health insurance 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 payment fee will apply after the payment deadline which is three weeks before the program start date.
- The tuition fee and health insurance fee* are refundable if your visa/study permit is denied but ELP must receive written notice at least two weeks before the program start date. To receive a refund, original documentation from Immigration, Refugees and Citizenship Canada must be sent to the Registration Office, 515 Portage Avenue, Winnipeg, MB, R3B 2E9 for review. You will be charged a \$150 administrative fee.
- The tuition fee and health insurance fee* are refundable if you wish to withdraw voluntarily before the application 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 \$1000 administrative fee.

**The health insurance fees are only refundable if your visa/study permit has been denied and/or if you voluntarily withdraw from the program before the application deadline, and you have provided written notice at least two weeks before the program start date.*

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.

Do you consent to the release of personal information to an authorized person or organization? Y/N _____

Name of Authorized Person or Organization: _____

Relationship: Parent Guardian Next of Kin Other _____ **if other, please indicate relationship*

Phone Number: _____ **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:** _____

Please return completed application form, fees and required documents to or email to:

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

For More Information
Tel: (204) 982.1703
Email: infoelp@uwinnipeg.ca
Website: uwinnipeg.ca/elp