



DEVELOPMENT
UNDERSTANDING
KNOWLEDGE
EDUCATION

Duke College
#602 4576 Yonge St
Toronto, ON
(416) 733-3853
info@dukecollege.ca

FOR OFFICE USE ONLY	
Student #: _____	Date Received: _____

1. PERSONAL INFORMATION					
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Family Name		Given Name(s)			
Date of Birth (yyyy/mm/dd)		Country of Birth		Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
Personal Email (Print clearly)					

PARENTS/CUSTODIAN INFORMATION (FOR STUDENTS UNDER THE AGE OF 18)					
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Father's name:		Phone #:			
Mother's name:		Phone #:			
Custodian name:		Phone #:			

PERMANENT ADDRESS (in Home Country)					
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Street					
City		Postal Code (PIN Code)		Country	
Phone #		Alternate Phone #			
Emergency Contact		Phone #			

MAILING ADDRESS IN CANADA OR OUTSIDE CANADA (if applicable)					
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Street					
City		Province		Postal Code	
Phone #		Contact Person in Canada			

2. PROGRAM/COURSE					
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Start Date	<input type="checkbox"/> Winter _____	<input type="checkbox"/> Spring _____	<input type="checkbox"/> Summer _____	<input type="checkbox"/> Fall _____	
	Year	Year	Year	Year	

LANGUAGES <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time					
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Course Name	<input type="checkbox"/> ESL	<input type="checkbox"/> IELTS	<input type="checkbox"/> TOEFL	<input type="checkbox"/> CELPIP	<input type="checkbox"/> Tutoring
Start Date (yyyy/mm/dd)					

3. ENGLISH PROFICIENCY (indicate where applicable)					
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IELTS Score	Reading _____	Writing _____	Listening _____	Speaking _____	Overall _____
TOEFL Score	Overall _____	<input type="checkbox"/> Paper Based <input type="checkbox"/> Computer Based		<input type="checkbox"/> Internet based	
Date IELTS/TOEFL completed:	_____ If not already complete indicate IELTS/TOEFL test date: _____				

4. ADDITIONAL SERVICES (Check those that apply)

Do you require Airport Pick Up? Yes (please contact our office) No, thank you

5. APPLICANT CHECKLIST

I have enclosed the following payments with my application:

- \$250 Registration Fee (Non-refundable)
- \$125 Airport Pick Up Fee (one way) (if applicable)

I have enclosed the following required documents

- Application Form
- Copy of photo page of passport
- TOEFL or IELTS testing scores or English Credit, Ontario Secondary School Diploma (Grade 12) if applicable

6. PAYMENT INFORMATION

- Certified Cheque Money Order Bank Draft Bank Transfer

(Please contact our office for details)

Make certified cheques, money orders, and bank drafts payable to Duke College.

If paying by VISA or MasterCard please contact the school for further instructions.

7. REFUND POLICY

A full tuition fee refund, less the registration fee (CAD\$250.00), will be granted if Citizenship and Immigration Canada does not issue the Study Permit. To obtain a refund, the student must provide:

1. The original Letter of Rejection from Citizenship and Immigration Canada
2. The original Letter of Acceptance
3. The original receipt of tuition payment
4. A written refund request by the student including the name and address of the cheque recipient

There will be no refund of the tuition fee in the following circumstances:

- if the student chooses to withdraw for reasons other than the Study Permit has been denied by Citizenship and Immigration Canada
- if the student is found in violation of school regulations and asked to withdraw from the school
- if false documents was given and conditions were not disclosed

In the event that the student's immigration status changes during the school year, the student is to contact the International Programs and Admissions Office immediately.

8. SUBMISSION

Print, sign and complete application form. Submit the Application Form with supporting documents by email, in PDF format, to: info@dukecollege.ca (Language Program). Copies are acceptable however originals may be required upon request.

9. DECLARATION / RELEASE OF INFORMATION

I declare that the above information is true and complete. I understand that any false information submitted in support of my application may invalidate my application and result in withdrawal of a "Letter of Acceptance" and/or registration. This withdrawal may take place at any time during my enrollment and information will be given to Canada Immigration.

Signature of Applicant: _____ Date: _____