

INTERNATIONAL APPLICATION

2300 Ryan Road, Courtenay, BC, Canada, V9N 8N6

Phone: +1.250.334.5033 | Fax: +1.250.334.5018

Email: admissions@nic.bc.ca | Website: www.nic.bc.ca/international**NORTH ISLAND
COLLEGE****INTERNATIONAL****FULL LEGAL NAME: This information must match your Passport— no initials.**

PERSONAL DATA	Last Name		First and Middle Names		<input type="radio"/> Male <input type="radio"/> Female	
	Date of Birth (day/month/year)		Country of Birth		Citizenship	
	Mailing Address (Apartment #, House #, Street Name)					
	City	Province/State	Country	Postal Code	Telephone	
	Address in Canada (if known)	City	Province	Postal Code	Telephone	
	Mail correspondence to: <input type="radio"/> Mailing Address <input type="radio"/> Address in Canada		Student Email Address (Required for processing)		Skype Address	
Emergency Contact Name		Relationship		Email Address		Telephone
PROGRAM	Study authorization will be: <input type="radio"/> Study Permit <input type="radio"/> Visitor's Visa <input type="radio"/> Minister's Permit <input type="radio"/> Other, please specify: _____ I want to study NIC's English Language Program <input type="radio"/> Yes <input type="radio"/> No Year: _____ Start Term: <input type="radio"/> Sept <input type="radio"/> Oct <input type="radio"/> Jan <input type="radio"/> Feb <input type="radio"/> May <input type="radio"/> June I want to study a university/college program <input type="radio"/> Yes <input type="radio"/> No Year: _____ Start Term: <input type="radio"/> Sept <input type="radio"/> Jan <input type="radio"/> May First Program Choice: _____ Second Program Choice: _____ Dual Admission Pathway: <input type="radio"/> Simon Fraser University <input type="radio"/> Royal Roads University <input type="radio"/> University of Northern British Columbia Guaranteed Admission Pathway: <input type="radio"/> University of Victoria <input type="radio"/> Vancouver Island University <input type="radio"/> Portland State University Will you be studying at NIC as an exchange student? <input type="radio"/> Yes <input type="radio"/> No Name of exchange institution: _____ How long do you plan to study at NIC? _____					
	RELEASE OF INFORMATION (if applicable)					
	I hereby authorize North Island College to release any of the following items: application information, admissions status, Letter of Invitation or Acceptance, transcripts, progress and attendance records to:					
	Representative/Agent Name _____			Email Address _____		
	Are you applying under <input type="radio"/> SPP India <input type="radio"/> SPP China <input type="radio"/> SPP Other: _____					
	Relative/Friend Name _____			Email Address _____		
DECLARATION & RELEASE OF INFORMATION	DECLARATION: Please read the following before signing:					
	1. I declare that the information I have submitted on the application is true and correct. Falsifying any document or information submitted will result in the immediate cancellation of admission or registration at the College. 2. I understand that this information along with subsequent information is collected under the authority of the College and Institute Act. This information will be protected and used in compliance with the BC Freedom of Information and Protection of Privacy Act for the purpose of admission, registration, research, and other purposes consistent with the mandate of the institution. 3. I understand that submission of this application does not guarantee admission to a program or course, and that admission is subject to meeting NIC's prerequisites and space availability. 4. I agree to abide by the rules and regulations of NIC as published in the Calendar, those of the department and program in which I shall be registered, and any changes which may be made while I am a student at NIC. 5. I understand that NIC has the right to cancel any program due to low registration. 6. I understand where NIC is located and which program I have chosen. 7. I have read and understand the International Education Refund Policy – please see web link www.nic.bc.ca/international .					
Applicant's signature _____				Date (day/month/year) _____		

INTERNATIONAL APPLICATION

2300 Ryan Road, Courtenay, BC, Canada, V9N 8N6

Phone: +1.250.334.5033 | Fax: +1.250.334.5018

Email: iadmissions@nic.bc.ca | Website: www.nic.bc.ca/international**NORTH ISLAND
COLLEGE****INTERNATIONAL****FULL LEGAL NAME:** *This information must match your Passport — no initials.*

PERSONAL DATA	Last Name		First and Middle Names		<input type="radio"/> Male <input type="radio"/> Female
	Date of Birth (day/month/year)		Country of Birth		Citizenship
EDUCATIONAL BACKGROUND	Name of last school attended		From (year)	To (year)	
	Address of last school attended		City		Province/State
	Country		Postal Code	Grade/Form/Level completed or Diploma	
	Please indicate your main activity during the past year: <input type="radio"/> Attending Secondary School <input type="radio"/> Attending College <input type="radio"/> Attending University <input type="radio"/> Other Educational Institution <input type="radio"/> Working <input type="radio"/> Other: _____				
PAYMENT	Please indicate where you were located during the past year: <input type="radio"/> In British Columbia <input type="radio"/> In another province <input type="radio"/> In another country				
	<input type="radio"/> Cash \$100 Canadian funds (do not mail/courier) <input type="radio"/> Credit card can only be received by fax# +1.250.331.0809 (Click HERE to download fax form) <input type="radio"/> Bank Transfer (email study@nic.bc.ca for instructions) Reference # _____ <input type="radio"/> Certified Cheque or Money Order (Canadian funds) Reference # _____				
APPLICATION CHECKLIST	1. <input type="checkbox"/> \$100 Canadian non-refundable application fee 2. <input type="checkbox"/> Copy of passport photo page (if available) 3. <input type="checkbox"/> For English programs , a high school graduation transcript 4. <input type="checkbox"/> For other programs , completion of one of: NIC Academic English Prep Program; OR BC Grade 12 English C(+); OR CAEL 60 and writing 60; OR IELTS 6.0 no band below 5.5; OR TOEFL iBT 80 no section below 19; OR TOEFL 550 (Code 8538). 5. <input type="checkbox"/> Official copy of your educational documents, a certified copy translated into English if required couriered to address above.				
	Email all documents to iadmissions@nic.bc.ca in one single attachment or courier official/notarized documents to address above.				

NIC USE	Entered by: _____ Date: _____ Time: _____ Student #: _____
	Application fee received: Yes <input type="checkbox"/> No <input type="checkbox"/>
	Program: _____

Incoming Exchange Course Confirmation

Student Name _____ Email address _____

Home Institution _____ Semester/Term (eg Fall 2014) _____

Program of Study _____ (eg Humanities, Business)

Course Code HOME Instit.	Course Code HOST Instit.	Course Title NIC Institution calendar	Course level NIC (semester/year)	# of Credits NIC
Total credits				

Signature Student _____

Approval of program of study Home Institution

Date _____

Signature Home Institution _____

Name (please print) _____

Email _____

Approval of program of study NIC

Date _____

NIC Department Chair/designate _____

Name (please print) _____

Email _____

NOTE: Any changes in courses approved must be signed off by student and credit granting institution.

Copies to: Student, Student Record office

Exchange Course Confirmation

The purpose of this form is to ensure

- A record of the program of student for both incoming and outgoing exchange students
- courses proposed are consistent with the student's graduation plan
- courses are available in the proposed semester of study
- tuition free section has been created for incoming students
- appropriate approvals for course admission are in place (Prerequisite waiver)

Instructions

Complete this form when you receive your Letter of Acceptance (LOA)

NIC Faculty Advisor	NIC Academic Advisor	Admissions	Student
<ol style="list-style-type: none">1. explore course options with student2. Confirm appropriate course with host institution3. Review timetable to ensure course availability and no conflicts4. Review and sign Exchange Course confirmation and return to NICI at iadmissions@nic.bc.ca	<ol style="list-style-type: none">1. Register student based on Exchange Course Confirmation form2. Email registration to student	<ol style="list-style-type: none">1. Accept application and process it with RA2. Issue LOA3. Forward Course Confirmation to NICI faculty for signature4. Forward Exchange Course Confirmation to International Ed, advisor	<ol style="list-style-type: none">1. Consult with you home institution faculty advisor and NIC faculty advisor to select courses2. Sign Exchange Course Confirmation3. Have home institution sign form and email to iadmissions@nic.bc.ca

Incoming Exchange Nomination

Student Name _____ Email address _____

Home Institution _____ Semester of study (e.g Fall 2014) _____

Program of Study _____

To identify the academic program of study (eg University Studies, Tourism, Business), and courses preferred, review the programs and courses available www.nic.bc.ca/programs

Complete the above information and attach following. *No exchange request can be considered without this documentation*

- ☐ Application form available at www.nic.bc.ca/international
- ☐ Current transcript of marks
- ☐ Letter of recommendation from a faculty member
- ☐ Incoming Exchange Nomination

Exchange recommended

Signature of International Office _____ Date: _____

Send completed form and required documents to

North Island College International ATTN: Associate Director
2300 Ryan Road
Courtenay, BC, Canada V9N 8N6 or email to study@nic.bc.ca Attention Associate Director

For NIC office use

A.D. Exchange approved

Department Chair:

International Admissions Officer: