



APPLICATION FOR ADMISSION FORM

STUDENT INFORMATION					
Legal Last Name		Legal First Name		Preferred First Name	
Birth Date (DD/MM/YYYY)		Gender Female Male		First Language	
Citizenship Status Canadian Citizen/Permanent Resident International Student				Country of Citizenship (International Students)	
E-mail			Phone		Intake Term (MM/YYYY)
Mailing Address (number and street)					City
Province		Postal Code		Country	

PROGRAM CHOICE					
Technical Programs			Graduate Program		
Aircraft Maintenance Studies		Certificate	Preparation For Graduate School Applicants (PGSA)		Diploma
Automotive Service Technician Studies		Certificate	Tourism and Hospitality Management Programs		
University Transfer Programs			Tourism and Hospitality Management		Diploma
Business Administration		Diploma	Tourism and Hospitality Management (co-op)		Diploma
Business Studies		Diploma	Conventions and Events Management		Diploma
Business Culture Studies		Diploma	Conventions and Events Management (co-op)		Diploma
Management		Diploma	Conventions and Events Management and Planning		Certificate
Science		Diploma	Hospitality Marketing and Sales Management		Certificate
Academic Preparation Program			International Hotel Management		Certificate
Beginner Level		Certificate	Managing Hospitality Operations		Certificate
Intermediate Level		Certificate	Room Division		Certificate
Advanced Level		Certificate			

EDUCATION BACKGROUND			
Please submit graduation certificate and transcript along with the completed application form to Dorset College.			
High School Diploma	University Degree	College Diploma	Other (please specify):
Where did you hear about our programs?			
Friend	Internet	Agent (please specify):	Other (please specify):

PLEASE READ AND SIGN BELOW	
I hereby certify that the information entered above is complete and accurate. I understand that any false information will invalidate this application. I further understand that Dorset College follows the mandated refund policy of the Private Training Institutions Branch (PTIB) as outlined in the Private Training Act Policy Manual. If I am accepted as a student at Dorset College, I hereby agree to abide by all the rules and regulations of Dorset College.	
Student's Signature:	Date (DD/MM/YYYY):



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APPLICATION INSTRUCTIONS

HOW TO APPLY

1. Complete Dorset College application form and submit the following required documents:
 - A non-refundable application fee of \$200 CAD
 - Certified copies of transcripts and diploma/degree
 - Two photographs of at least 35mm x 45 mm in size
 - TOEFL score or other English Language test scores, if available
 - Other additional entrance documentation required for your desired program (please check the program brochures or online at dorsetcollege.bc.ca for more details)
2. Mail or submit this application in-person, along with your supporting documents to Dorset College. Please note that applications without the application fee will not be processed.
3. If your application is approved, you will receive a letter from Dorset College and be asked to pre-pay the required tuition fee.
4. Upon receiving the required tuition fees, you will receive a Letter of Acceptance and a tuition receipt confirming your acceptance into Dorset College.
5. If you are an international student, the Letter of Acceptance is required when applying to the Canadian Embassy or High Commission for a study permit and/or entry visa into Canada.
6. Once you have received authorization to study in Canada, you should make the necessary travel and accommodation arrangements. If you would like to take advantage of our home-stay and airport pick-up service, please inform the College at least two weeks in advance. Report to Dorset College on the assigned registration dates with the documents mentioned in your Letter of Acceptance.

PROGRAM INTAKE

Most programs begin every January, May, and September.

PAYMENT METHODS

Please pay by bank draft, money order, certified cheque, or electronic transfer to Dorset College. Cash is accepted in person only. Please contact the Dorset College Admissions Office if you wish to remit payments by electronic transfer.

TUITION REFUND POLICY

Tuition fee will be refunded in accordance with British Columbia [Private Training Institutions Branch \(PTIB\) Policy](#).

For the details please see the *Tuition Refund Policy* section on our website at dorsetcollege.bc.ca/admissions.html.