

# OFFER LETTER

Student Name: Mr. Ma Haoliang

Semester: 2023-10

This is not the official Letter of Acceptance

This is NOT the official letter of acceptance and CANNOT be used for the application of a student visa.

The official Letter of Acceptance, which you require for your Canadian student visa application, will be sent to you upon receipt of payment and the Additional Forms.

Please read this Proposed Program of Study completely and carefully to make certain you fully understand the terms and conditions.

The Admission Committee has reviewed your application for admission to Columbia International College. Based on the documents provided, we are offering you the following Proposed Program of Study:

## PROPOSED STUDY PLAN

This does not imply a guarantee for you to graduate with an OSSD at the end of this study plan:

### 1) Placement Test:

All new students are assessed in Math and English to ensure that their basic knowledge in these subjects is sufficient to succeed at the academic level for which they have been offered. Students for Science based programs will be required to take the Science diagnostic assessment. If your assessment indicates that you need to strengthen your basic knowledge in one or all of these subjects, this will lengthen your "Duration of Study"

### 2) Additional Results:

If you sit for and successfully complete any public or external exams, your results may shorten your "Duration of Study". If you submit midterm results only for the latest semester, any failures at final exam may lengthen your "Duration of Study".

### 3) Duration of Study:

Based on the above criteria, the results you have submitted so far, and the Ontario Ministry of Education requirements for an Ontario Secondary School Diploma, we are proposing a study program of:

Initial Semesters Required: 2 Semesters

Approx. Study Time Needed: 2 Semesters

PROGRAM OF STUDY: Grade 12

START DATE: October 10, 2023

PROPOSED STUDY PLAN: Grade 12	Fall Semester	Winter Semester	Summer Semester
Each course is comprised of 110 hours of Lesson	October 2023 to December 2023	January 2024 to May 2024	May 2024 to June 2024
	220 hours of study	440 hours of study	220 hours of study
	2 Courses	4 Courses	2 Courses

We look forward to receiving the signed Acknowledgement of Disciplinary System, Health History, and payment of fees so that we may process your official Letter of Acceptance. These documents must be received prior to the preparation of the official Letter of Acceptance.

In order to manage our enrollment, this Offer will **EXPIRE** on **June 27, 2023**. Payment **must** be received by the expiry date; otherwise the Offer will be **NULL & VOID**. At the discretion of CIC, any payment received **after** the expiry date could be put towards the next intake.

Sincerely,



Winnie Kan  
Admissions Manager

June 20, 2023

# COLUMBIA INTERNATIONAL COLLEGE

1003 Main Street West, Hamilton, Ontario Canada L8S 4P3

Phone (905) 572-7883 E-mail: columbia@cic-TotalCare.com Web: www.cic-TotalCare.com

Hong Kong Office: Phone (852) 2868 4222 Email: general@cic-totalcare.com.hk

Student Name: **Mr. Ma Haoliang**  
Semester: **2023-10**

## INVOICE

#OAOINV20230625

**Residence Room Type Assigned  
based on availability**

## RESIDENCE

As soon as the fees are paid, we will send you the Letter of Acceptance for the processing of your visa.

From:	To:					(CDN)	
		1.	Application Fee	\$300	One Time	\$300	
		2.	Custodianship Documentation Fee	\$300	One Time	\$0	
		3.	Tuition Fee 8 Courses	\$3,000	8	\$24,000	
October 2023	June 2024	4.	Residence	\$1,000	2 Semesters	\$9,000	
DOB: April 18, 2005      Age: 18		5.	YAA Program	\$1,100	2 Semesters	\$0	
		6.	Meal Plan - Residence & School - 26 Meals per week	\$1,000	2 Semesters	\$9,000	
		7.	Health Insurance	\$735	1 year	\$735	
		8.	Uniform Package	\$600	One Time	\$600	
		9.	Student Activity Fee	\$100	2 Semesters	\$200	
		10.	Internet/Technology Fee	\$150	2 Semesters	\$300	
		11.	School Bus & City Bus Pass	\$100	9 months	\$900	
		12.	CIC Security Deposit (Refundable)	\$1,000	One Time	\$1,000	
		13.	Student Sundry Account (Re-Fillable)	\$2,000	Re-Fillable	\$2,000	
					TOTAL DUE (CDN)		
Payment		1.	\$5,300 + bank charges \$60 due on <u>June 27, 2023</u>				<u>\$5,360</u>
Payment		2.	\$42,735 + bank charges \$60 due upon a student visa is issued				<u>\$42,795</u>

### BANKING INFORMATION

Bank Name: The Hongkong and Shanghai Banking Corporation Limited  
Bank Address: 1 Queen's Road Central, Hong Kong  
Swift Code: HSBCHKHCHKH  
Beneficiary Name: Columbia International College of Canada O.A.O.  
Beneficiary Address: Room 1612, 16/F, Shui On Centre, 6-8 Harbour Road, Wanchai, Hong Kong  
Account No.: 474 - 224342 - 204  
Account Type: Canadian Dollars Account

### Refund policy:

- When parents make payment to Columbia International College, it is considered that they agree with the terms and conditions of the Letter of Acceptance. The Letter of Acceptance issued is regarded as a contractual agreement between the applicant and Columbia International College which covers the duration and program of study, residence living, meal program, discipline code of the school and refund policy.

### Remote Learning due to Covid-19 situations:

- The application fee (\$300) & administration fees (\$2,000) are non-refundable. Based on review and decision made by management, fees may be refunded, if an applicant withdraws before the commencement of classes, based on :
  - Current Government direction
  - Embassy closures
  - Border closures

Parents must submit an explanation of withdrawal and proof of Study Permit cancellation with IRCC.

- If an applicant withdraws after the commencement of classes, all fees are non-refundable and non-transferable.

### In-Person Learning:

- When an applicant is issued a student visa, all fees are non-refundable and non-transferable.
- When an applicant is refused a student visa, application fee (\$300) & administration fees (\$500) are non-refundable, all other fees are fully refundable. The refusal letter from the Canadian Immigration Authority must be provided with the request for refund.

International Admissions Department

Date: June 20, 2023

\* Pricing & Exchange Rate subject to change

# COLUMBIA INTERNATIONAL COLLEGE

1003 Main Street West, Hamilton, Ontario Canada L8S 4P3 Phone (905) 572-7883 Fax (905) 572-9332  
Hong Kong Office E-mail: [general@cic-totalcare.com.hk](mailto:general@cic-totalcare.com.hk) Web: [www.cic-TotalCare.com](http://www.cic-TotalCare.com)

## YOUR INVOICE EXPLAINED

This document explains the fee items listed in our invoices in greater detail. Columbia International College makes every effort to ensure all items listed on our invoices are clearly defined and easy to understand.

To help you to identify and understand the items on your invoice, we have listed the fee items and their description below.

Invoice Item	Description
1. Application fee	One time fee for processing application
2. Custodianship Documentation fee	One time fee for notarized custodianship for students 17 years and under
3. Tuition Fee	Number of course and cost per course
4. Residence	Accommodation fee
5. YAA Program	Young ASEP Achiever's Program
6. Meal Plan	Meals for the duration of study at Columbia
7. Health Insurance	Medical coverage while studying in Canada
8. Uniform Package	One time fee
9. Student Activity Fee	Fees for activities organized by Student Council
10. Internet/Technology Fee	Fees for all the technology/equipments on campus
11. School Bus & City Bus Pass	Transportation cost on school bus & city bus in Hamilton
12. CIC Security Deposit (Refundable)	One time deposit (refundable when student graduate)
13. Student Sundry Account (Unused Balance will be refunded)	Re-fillable Account by Parent for services used ( Experiential Course Charges, Combination Locks, Laundry, Taxi, Airport Pickup, Trips, Printing Services, Replacement of ID, Fob, Access & Mail Keys, Extra Uniform Pieces (when needed), Uniform Infractions, Transcripts, Textbooks)

In conjunction with our Total Care® promise, we are committed to giving you the best possible service.

If you have any other questions after looking through your invoice, email our staff at [accounting02@cic-totalcare.com.hk](mailto:accounting02@cic-totalcare.com.hk) and we will be happy to explain in more detail.

### Refund Policy for Tuition Fee

A full tuition fee refund, less an administration fee of C\$500 will be granted if the Study Permit has been rejected by Citizenship and Immigration Canada. The Application fee, C\$300, is not refundable.

#### To obtain a refund, the student must provide:

- The Letter of Rejection from Citizenship and Immigration Canada

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

- During the application of Study Permit
  - if the student chooses to withdraw for reasons other than the Study Permit has been denied by Citizenship and Immigration Canada
- After registration at the school
  - if the student is found in violation of the school's Code of Conduct, regulations or discipline policy, including our zero-tolerance drug and substance abuse policy
    - asked to withdraw from the school by the Principal
    - studies terminated or expelled by the Principal
- Medical conditions
  - if true medical conditions are not disclosed during application process
  - if true medical conditions are discovered upon arrival
  - if CIC is unable to provide adequate medical attention and services
- When parents make payment to Columbia International College, it is considered that they agree with the terms and conditions of the Letter of Acceptance.
- The Letter of Acceptance issued is regarded as a contractual agreement between the applicant and Columbia International College which covers the duration and program of study, residence living, meal program, discipline code of the school and refund policy.