



Collège Canada

License # 693550

Contract of Educational Services

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INFORMATION

Title: <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Mr.		Permanent Code: _____	
Last Name:		Given Name:	
Date of birth (DD/MM/YYYY): ____ / ____ / ____		Social Insurance Number:	
Address:			
City:	Province:	Country:	Postal Code:
Phone:	Cellphone:	Email:	
Father's Last Name (even if deceased): _____			
Mother's Last Name (even if deceased): _____			
Contact person in case of emergency			
Name: _____		Relationship: _____	
Homephone: _____		Phone at work: _____	
Status in Canada (if applicable)			
<input type="checkbox"/> Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Study Permit <input type="checkbox"/> Other – Please mention: _____			

PROGRAM OF STUDY: Language: English Date of beginning: _____ End date: _____

	<u>Diploma</u>	<u>Units</u>	<u>Theoretical hours</u>	<u>Practice hours</u>
LCA.EE Business Administration & Commerce	AEC	42.00	540	660

The program's courses are listed on the last page.

TUITION AND OTHER FEES

Application Fee:	\$50.00	Amount paid: \$ _____	Balance: \$ _____
Registration Fee:	\$200.00	Amount paid: \$ _____	Balance: \$ _____
Tuition Fee:	\$ _____	Amount paid: \$ _____	Balance: \$ _____
			Total Balance: \$ _____

Please take note: in case a student cancels her/his contract of educational services after the program's classes have begun (cf. article # 73 of the Act respecting Private Education quoted on next page), the tuition fees that will be charged to the student will be calculated on a per week basis

PAYMENT SCHEDULE

Total balance is payable in _____ payments of \$ _____ CAD.

Date of first payment: _____ Date of second payment: _____

Date of third payment: _____ Date of fourth payment: _____

Quotation of articles of the *Act respecting Private Education*:

70. No institution may require payment from a client before performance of its obligation has begun, except for the payment of an admission or enrollment fee not in excess of the amount determined in accordance with the regulations of the Minister.

No institution may require payment of the client's obligation, or balance thereof if admission or enrollment fees have been paid, in less than two reasonably equal installments. The dates on which the installments become due must be fixed in such a way that they fall approximately at the beginning of each half of the duration, calculated in months, lessons or credits, of the educational services for which the student is enrolled.

71. The client may, at any time and at his discretion, cancel the contract by giving notice to that effect by registered mail. The contract shall be cancelled by operation of law from the receipt of the notice.

72. If the client cancels the contract before the provision of services has begun, the institution cannot demand compensation in excess of the amount obtained by subtracting the admission or enrollment fees from the lesser of the following two amounts: the maximum amount determined in accordance with the regulations of the Minister, and an amount representing not more than 1/10 of the total price agreed upon for the services.

73. If the client cancels the contract after the provision of services has begun, the institution may demand only the following amounts from the client:

1° The price of the services provided calculated in months, lessons, or credits as specified in the contract;

2° As penalty, the amount obtained by subtracting the admission or enrollment fees from the lesser of the following two amounts: the maximum amount determined in accordance with the regulations of the Minister, and an amount representing not more than 1/10 of the total price agreed upon for the services.

74. In the ten days following the cancellation of the contract, the institution must return to the client the amounts it has received in excess of those to which it is entitled.

75. The client may demand that the contract be annulled if he becomes aware that the student was admitted to the educational services concerned in contravention of the provisions governing admission to those services.

The college is committed not to yield or to sell this contract.

I swear having read this contract which stipulates program information, requested fees, the program's course list as well as the quotation of articles from the *Act respecting Private Education*.

Signed at Montreal on this _____ day of _____ 20____ .

Student's signature: _____

Signature of the director general: _____

PROGRAM OF COLLEGE STUDIES

LCA.EE – BUSINESS ADMINISTRATION & COMMERCE

Course Code	Course Title	Duration (hrs)	Weight	Units
410-EM1-GC	Business and globalization	45	1-2-2	1 2/3
410-AA1-GC	Business english I	45	1-2-2	1 2/3
410-AA3-GC	Administrative application tools	60	1-3-3	2 1/3
410-AA4-GC	Management and international commerce	60	2-2-2	2
410-FT1-GC	Job functions in business	45	2-1-2	1 2/3
410-CA1-GC	Compatibility	60	1-3-3	2 1/3
410-AA2-GC	Business english II	45	1-2-2	1 2/3
410-FA2-GC	Financial management	60	3-1-3	2 1/3
410-ES1-GC	Export of services	60	3-1-3	2 1/3
410-AA5-GC	Organizational communication	45	1-2-2	1 2/3
410-DA1-GC	Business law	45	2-1-2	1 2/3
410-AA6-GC	International commerce	60	3-1-3	2 1/3
410-GP1-GC	Project management	90	3-3-3	3
410-LT1-GC	International transport logistics	60	2-2-2	2
410-CC1-GC	E-commerce	60	2-2-2	2
410-BM1-GC	Stock exchange and financial markets	60	2-2-2	2
410-MA1-GC	Marketing	45	1-2-2	1 2/3
410-ST3-GC	Internship	255	5-12-6	7 2/3