

# Admission Form



O'Sullivan College of Montreal  
1191 de la Montagne Street, Montreal, Quebec H3G 1Z2  
Tel: (514) 866-4622 or 1 800 621-8055  
Fax: (514) 866-6663 – E-mail: admission@osullivan.edu  
**www.osullivan.edu**

## PERSONAL INFORMATION

**Family name** \_\_\_\_\_ **First name** \_\_\_\_\_  
Permanent Code \_\_\_\_\_ Social Insurance Number \_\_\_\_\_  
Sex M  F  Date of birth \_\_\_\_\_  
Mother tongue English  French  Other (specify) \_\_\_\_\_  
Other languages English  French  Other (specify) \_\_\_\_\_  
Citizenship Canadian  Permanent resident  Student visa  Other (specify) \_\_\_\_\_  
Father's family name and first name (even if deceased) \_\_\_\_\_  
Mother's maiden name and first name (even if deceased) \_\_\_\_\_

## PERMANENT RESIDENCE

**Address:** number, street, apartment \_\_\_\_\_  
City, province, country \_\_\_\_\_ Postal Code \_\_\_\_\_  
**Telephone:** res.: \_\_\_\_\_ work: \_\_\_\_\_ e-mail: \_\_\_\_\_

### Person to contact in case of emergency

Full name: \_\_\_\_\_ tel.: (res.) \_\_\_\_\_ (work) \_\_\_\_\_

## ACADEMIC BACKGROUND-PROFESSIONAL EXPERIENCE

**Schooling:** sec V  post-secondary  university  Diploma obtained \_\_\_\_\_  
High School attended \_\_\_\_\_  
Last institution frequented \_\_\_\_\_

### Occupation during the last 12 months

## I AM APPLYING FOR

Regular education  Full time  day  DEC  French  Fall  Winter   
Part time  evening  AEC  English  Summer   
Title of program \_\_\_\_\_ If part-time \_\_\_\_\_  
Program number \_\_\_\_\_ registration, \_\_\_\_\_  
Specialization \_\_\_\_\_ list course \_\_\_\_\_  
titles \_\_\_\_\_

I hereby declare that the information given above is correct. I authorize the College to verify the documents included. I also authorize the Ministry of Education and any institution mentioned in the section "Academic Background" to forward to the College a transcript of my school records.

**Date** \_\_\_\_\_ **Signature** \_\_\_\_\_  
(On reverse: articles 70 to 75 concerning the Law of private school) Candidate, or if student is minor, father, mother or guardian

# According to the Law of Private Schools it is provided that:



**70.** No institution shall require payment of tuition fees from a student until the institution has started fulfilling its obligations, except for application or registration fees, not to exceed the pre-determined amount as defined by the rules and regulations of the Ministry of Education.

No institution shall require payment of tuition fees or, once application or registration fees have been paid, the balance of the fees in less than two (2) approximately equal instalments. The due dates for such payments must be fixed so that they are set approximately at the beginning of each half, computed in months, courses or units, of the duration of educational services in which the student is registered.

**71.** The client may, at all times and at his discretion, cancel the contract by giving notice by registered letter. The termination of the contract is effective upon receipt of the letter.

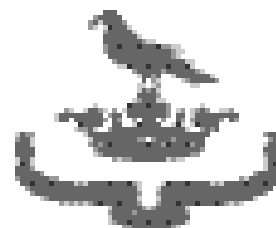
**72.** If a client cancels the contract before the courses begin, the institution may require an indemnity which cannot exceed the amount obtained after subtracting the application fee or the registration fee from the lesser of the following amounts:  
the maximum amount permissible according to the regulations of the minister or an amount not exceeding one-tenth of the total price agreed upon for such a course.

**73.** If a client cancels the contract after the beginning of classes, the institution may require that the client pay the following amounts:

1. the price of the lessons received which are calculated in months, hours or in units as stipulated in the contract;
2. an indemnity fee, which is the amount obtained after subtracting the application fee or the registration fee from the lesser of the following amounts, the maximum permissible according to the regulations of the minister or an amount not exceeding one-tenth of the total price agreed upon for such a course.

**74.** Within ten (10) days of the cancellation of the contract, the institution must reimburse the student for all monies exceeding the amount owed to the institution.

**75.** The client may request that the contract be nullified if the student registered for educational services in contravention to the rules and regulations of admission to such services.



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