



APPLICATION FOR ADMISSION (EXCHANGE STUDENT TO BCIT)

International Exchange Program

3700 Willingdon Avenue, Burnaby, BC, Canada V5G 3H2

E sociiep@bcit.ca T 604.454.2274

MACINTOSH USERS (to ensure your form is readable): If you are filling out this PDF in Preview: choose Print from the File menu and then use the dialog box's PDF option to save as a PDF. Another option is to use Adobe Acrobat Reader.

WHEN TO APPLY

Deadline to receive applications:

Fall term March 1st of the current year

Winter/Spring term October 1st of the previous year

*Deadline for Civil Engineering Students is February 15 regardless of the term being applied for.

HOW TO APPLY

1. Complete this form
2. Submit form by email (Scan the form and send to sociiep@bcit.ca with the subject line: Application for International Exchange program)
3. Once your application has been approved by the International Exchange Coordinator, the International Admissions Officer will issue you a letter of acceptance.

HOUSING

Will you require assistance in arranging for housing during your studies at BCIT? Yes No

If yes, the International Student Centre is available to help you.

Please indicate your housing option preference:

CHOICE			HOUSING OPTION (INDICATE WITH AN X MARK)
1st	2nd	3rd	
			On-campus residence – Maquinna Residence*
			Off-campus housing
			Homestay housing

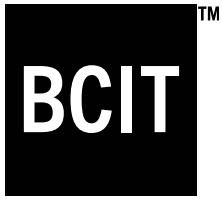
*Notes regarding Maquinna Residence:

1. Registration and placement is limited and is dependent on space availability.
2. If you are accepted into residence, you may move in on the day preceding your course start date. Move-out is required on the weekend following the last day of your course.

USE OF PERSONAL INFORMATION NOTIFICATION

The personal information on this form is collected under the authority of the College and Institution Act (RSBC 1996, ch.52).

BCIT will use and maintain the information for the purposes of admission, registration, research, alumni, and other fundamental activities related to delivery of programs and courses at BCIT. BCIT's administration calls for creating a digital photo image of each student that is used for purposes of validating the student as a member of the BCIT community to gain access to campus and services. The personal information will be used to verify the student Personal Education Number (PEN), required by the province of British Columbia, or to assign the PEN to students. The PEN is used to measure participation of the population in the post-secondary sector and for research and evaluation. For individuals granted awards, BCIT releases personal information to award donors, and provincial funding agencies. In addition, BCIT uses the name of the award winners and/or photo images, municipality of residence, BCIT program name, and the name or criteria of any award won in marketing materials for the purpose of publicizing BCIT students, graduates, and their achievements. For questions about your personal information use, you may contact BCIT's Manager, Records Management and Privacy. Details of BCIT's Student Regulations can be found in BCIT Policy 5002. See bcit.ca/files/pdf/policies/5002.pdf.



OFFICE USE ONLY

BCIT ID Searched

Have you ever attended BCIT? <input type="checkbox"/> No <input type="checkbox"/> Yes — <input type="checkbox"/> Part-time <input type="checkbox"/> Full-time	Your BCIT Student Number A 0 0	Date of Birth (mandatory) – dd/mm/yyyy	
Have you ever applied to BCIT? <input type="checkbox"/> No <input type="checkbox"/> Yes	First time at BCIT? A student number will be created for you.		
Legal Last Name	Legal First Name	Middle Name/Initial	Preferred First Name
Mailing Address (number/street)	City	Province	Home Phone
Country	Postal Code	Work Phone	
Email	Previous Last Name (maiden name)	Cell Phone	

EMERGENCY CONTACT INFORMATION Relationship _____ Name _____ Phone _____	Please select your citizenship	Gender (mandatory) <input type="checkbox"/> Male <input type="checkbox"/> Female	
	<input type="checkbox"/> Canadian citizen	Is English your primary language? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, what is your primary language?	Will you have been a resident of BC for 12 months prior to the start of the program you've applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please indicate place of residence.
	<input type="checkbox"/> Landed immigrant/permanent resident <input type="checkbox"/> Study permit/international student <input type="checkbox"/> Diplomatic status <input type="checkbox"/> Minister's permit <input type="checkbox"/> Visitor's visa <input type="checkbox"/> Other visa		
Country of Citizenship			

Duration of Study Fall (Sept – Dec) Winter (Jan – May)

CONSENT TO RELEASE PERSONAL INFORMATION (MANDATORY – APPLICANT MUST PROVIDE AUTHORIZATION FOR HOME INSTITUTION)

Please sign this consent if you want another person, family member, employer or agency to have access to your BCIT admissions, registration and/or academic history. I authorize BCIT to release my personal information concerning admissions, registration and/or academic history to the person or agency listed below for the period starting from today until the completion of my studies at BCIT.

Name/Organization	
Relationship to you	Signature

AUTHORIZATION FOR EXCHANGE

Home	Home Institution Stamp and Date
Home Institution Signature	

PLEASE READ CAREFULLY BEFORE SIGNING. THIS DOCUMENT AFFECTS YOUR LEGAL RIGHTS.

I agree that this application, my relationship with BCIT, any disputes arising there from, will be governed by and construed in accordance with the laws of British Columbia and laws of Canada applicable in British Columbia, that the British Columbia courts will have exclusive and preferential jurisdiction over any complaint, demand, claim, proceeding or cause of action arising out of this application or my relationship with BCIT, and that, if I commence such proceedings, I will do so only in British Columbia, and will submit to the exclusive and preferential jurisdiction of British Columbia.

I hereby declare that the information I submitted on this application is true and correct. Completion of this signed application authorizes BCIT to request information necessary to support my application for admission. I understand that BCIT has a right to cancel this application if the information contained in it has been misrepresented. If I am admitted to BCIT, I agree to abide by its policies and regulations.

Student Signature	Date
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