



# International Student Application Checklist

## APPLICATION PACKAGE

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Please submit the following **Application Package** by email or mail to:

**Uchenna Academy Email:** [info@uchenna.ca](mailto:info@uchenna.ca)

**Uchenna Academy Mail:** Uchenna Academy, International Student Division  
1205 St. Clair Ave. W. Suite 106  
Toronto, ON, M6E-1B5

- Student Application Form**, completed & signed.
- Letter of Recommendation**, preferably written by a school official.
- Application Fee of CAD \$200**, non-refundable. Payments can be made by personal cheque, money transfer or major credit card (VISA or MasterCard). Note: add 5% processing fee for credit card payments.
- Translated School Transcripts** - certified or notarized copy for the most recent 2 school years.
- Copy of **student's passport** or **birth certificate** (in English) as proof of name.

## APPLICATION PROCEDURE

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Please ensure you complete the Application Package. Once we receive it, we will review your application and confirm your placement in classes.

### Notification of Acceptance & Tuition Fee Payment

A **Conditional Offer of Acceptance** will be sent to you by email or phone within 2 weeks of receiving your application package. An invoice will be sent as well. You will not be placed in classes until your tuition fee is paid.

Also, you will be given information about completing the **Assessment Test**. You will need to complete the Assessment Test with a pre-approved invigilator (ex. your school principal).

Official **Letter of Acceptance** will be sent to you once Uchenna Academy assesses your Assessment Test results & receives tuition fee payment.

## **Application for Study Permit**

You will now be able to apply for a study permit by submitting your **Official Letter of Acceptance** from Uchenna Academy (along with other required documentation) with the Canadian Embassy or Consulate.

Please note the requirements to study in Canada:

- Letter of Acceptance from Uchenna Academy
- Valid passport & 2 recent passport sized photos with name & date of birth written on the back of each photo.
- Proof of financial support:
  - tuition fees
  - living expenses for yourself and
  - return transportation for yourself
- You must be a law-abiding citizen with no criminal record and not be a risk to the security of Canada. You may have to provide a police certificate.
- You must be in good health and willing to complete a medical examination, if necessary.
- You must satisfy an immigration officer that you will leave Canada at the end of your authorized stay.

To begin the application process for a study permit, please go to:

<http://www.cic.gc.ca/english/information/applications/student.asp>

## **Arrival in Toronto, Canada**

You will need to arrive to Toronto 1 or 2 weeks before classes begin. For 2017-2018 year, classes begin **Monday Sep. 11, 2017**. Orientation Session will be scheduled the week before classes begin.

Upon arrival, you must provide Uchenna Academy with your **Study Permit** (original & valid) & **passport** (original).

Thank you for your interest in Uchenna Academy! We hope to provide you with an outstanding learning experience & a rewarding post-secondary career.