

April 23, 2018

OFFER LETTER ONLY, NOT VALID FOR VISA APPLICATION

Student Name: Pooja
VIU Student ID: 656752797
Date of Birth: July 29, 1998
Program: Bachelor of Tourism Management
Start Date: August 25, 2018

Dear Pooja:

Congratulations! Vancouver Island University is pleased to offer you admission to the **Bachelor of Tourism Management** program starting in the Fall 2018 semester.

To accept this offer and receive your official Letter of Acceptance, please be sure to do the following by **May 21, 2018**:

1. Carefully read and review the attached "Tuition Payment Schedule", including payment due dates and refund policy
2. Complete the attached "Fee Payment Form" and submit the first semester tuition and medical fees(basic and extended) of **\$9,261.58 CAD**
3. Read, sign and return the a) Offer of Admission and Refund Policy, b) Deferral Policy and c) Official Document Policy to study@viu.ca
4. Arrange to have your official (or notarized) final high school transcripts sent directly from your school to International Admissions at VIU by courier (or mail) to:

900 Fifth Street, Nanaimo, BC, Canada V9R 5S5

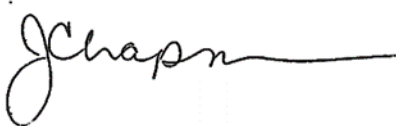
(Please note that all documents submitted with your application become property of VIU and will not be returned.)

Your official Letter of Acceptance will be sent to you within 5-7 business days of our receiving the above payments and signed policies. To help with your planning, please note that you will be expected to join the International Student Orientation on **August 25, 2018**.

This offer for the Fall 2018 semester is valid until **May 21, 2018**. If your payment and signed Offer of Admission and Refund Policy, Deferral Policy and Official Document Policy are NOT received by that date, this offer will be revoked. If you have any questions or wish to defer your offer to a future term, please email study@viu.ca.

We look forward to having you join us in our beautiful, welcoming and highly-engaging learning environment in Nanaimo, BC, Canada!

Sincerely,



Admissions Officer
International Education

VANCOUVER ISLAND UNIVERSITY
International Education
Fax: 1-250-740-6471

Fee Payment Form

Name of Student: _____ VIU Student ID: _____

Date of Birth: _____ ☐ Male ☐ Female
Month Day Year

Name of Sender/Agent: _____

Date Sent: _____ Amount: \$ _____

IMPORTANT INFORMATION FOR PAYMENTS

- ALL PAYMENTS must include student name, date of birth and/or VIU student ID.
- FAX a copy of the bank wire payment confirmation to 1-250-740-6471 or
EMAIL to: elsie.thyssen@viu.ca or linda.schmidt@viu.ca.
- BANK CHARGES are the responsibility of the sender.

METHOD OF PAYMENT ACCEPTED

☐ CHEQUE/MONEY ORDER/BANK DRAFT (payable to *Vancouver Island University*) is in the mail.

☐ MC/VISA/AMEX No: _____

Expiry Date: _____ Card Holder Name: _____

☐ BANK WIRE PAYMENT has been transferred to the following:

*Royal Bank of Canada, Downtown Branch
205 Commercial Street, Nanaimo, BC Canada V9R 5G6*

Bank No.	003
Branch No.	03120
Account No.	0000695
Swift Code:	ROYCCAT2
<u>Beneficiary</u>	Vancouver Island University
<u>Details of Payment</u>	Please provide student name, date of birth and/or VIU student ID

PAYMENT DETAILS

Application Fee	(\$ 150.00)	PAID
Medical Insurance (4 month only)	(\$ 249.50)	
Academic Tuition (including Student Fees)	(\$ 8,737.08)	
Extended Health & Dental (charged yearly)	(\$ 275.00)	
Total Amount:	CAD	\$ _____

All fees quoted are in Canadian dollars and are subject to change without prior notice.

PAYMENT SCHEDULE

Student Name: Pooja
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Start Date: August 25, 2018

Payment	Amount	Due Date
Application Fee	\$ 150.00	PAID
Basic Medical Insurance (First 4 months only)	\$ 249.50	May 21, 2018
Extended Health and Dental Plan (This is not basic medical insurance; charged yearly)	\$ 275.00	May 21, 2018
First Semester Tuition Fee (16 credits)	\$8,737.08	May 21, 2018
Lab and other Fees (Certain courses require student to pay additional fees to cover labs, supplies, equipment or other expenses)	\$various	Upon arrival

Tuition Payments due for second and subsequent terms are: August 1, December 1 and April 1

PLEASE NOTE:

- All fees are quoted in Canadian dollars.
- All fees and tuition are subject to VIU Board approval and will subject to change without notice.
- Tuition must be paid by the corresponding dates to avoid a late fee.

REFUND POLICY

Please review Vancouver Island University's [Fees, Deferrals, & Refund Policies](#).

Student Name: Pooja
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Start Date: August 25, 2018

Offer of Admission and Refund Policy

I am accepting the offer of admission for the Bachelor of Tourism Management program at VIU. I have read and understood the [Fees, Deferrals, & Refund Policies](#), and agree, with the exceptions set forth below, that any and all payments made in respect to this program are non-refundable.

A. Limited eligibility for a full (100%*) refund

I understand that I am eligible to apply for a **full** refund of the initial tuition payment (minus any administration and banking charges) only if my legitimate application for a study permit is rejected by Immigration, Refugees and Citizenship Canada and I can supply valid proof of that rejection to VIU.

I also understand that if I request a full refund for this reason that my most recent letter of acceptance to study at VIU will no longer be valid.

B. Partial (up to 75%) refund

I understand that I may submit a request in writing for consideration to receive a partial refund (up to 75%) due to exceptional circumstances. "Exceptional circumstances" are determined by VIU and are limited to unforeseen situations that may preclude me from participating in the program. (Note: Further documentation to support my request will be required.)

Signature of Student*

Date

(Note: VIU requires this document to be signed by student and not by any 3rd party representative.)

*** Please sign and return to study@viu.ca ***

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Deferral Policy

I am accepting this offer on the understanding that I have received a letter of acceptance I may request (in writing) to defer the start of my studies at VIU only once and for a maximum of up to one calendar year from the original start date.

I also understand once a deferral is approved that the funds held in trust will be forfeited if I do not register in my program by the new program start date (except in exceptional circumstances).

(Note: Students should be aware that not all programs allow deferrals and not all programs have intakes each semester. Please contact us at study@viu.ca to inquire about deferring your start date at VIU).

Signature of Student*

Date

Official Document Policy

I understand that in addition to submitting electronic versions of my academic transcripts review that I must provide official (notarized copy or original) hard copies of my final/complete academic transcripts to International Admissions at VIU at least one month prior to my start date. I also understand that these documents will become property of VIU and will not be returned to me.

Signature of Student*

Date

(Note: VIU requires this document to be signed by student and not by any 3rd party representative.)
***** Please sign and return to study@viu.ca *****