



## Firm Offer of Admission

Ekta Ekta

**Student ID Number:** 991700615

**Date of Birth:** April 21, 2003

**Address:** Ghuman Road Mehta Chowk Tehsil  
Baba Bakala

Amritsar, 143114 India

June 16, 2022

**Institution:** Sheridan College

**Designated Learning Institution #:** O19385946782

Post-Secondary Public Institution

**Status:** Full-time studies, Academic, Non-Exchange

**Term:** Winter 2023

Dear Ekta,

Congratulations! We are very pleased to offer you admission to:

### **Program**

POAHS - Office Administration - Health Services

Entry Level: Year 1 / Semester 1

Level of Study: Ontario College Diploma

### **Campus**

Hazel McCallion Campus

Mississauga

ON

**Orientation Date:** January 05, 2023

**Last Registration Date:** January 13, 2023

**Term Start Date:** January 9, 2023

**Expected Graduation Date:** April 2024

### **Your next steps:**

- Accept your offer in [Sheridan Application Portal](#) within two weeks, or your offer may expire.
- Explore your [Sheridan Application Portal](#) - helpful hints and information will help you start off right.
- Access [resources and supports](#) to help you make the move from applicant to successful Sheridan student.
- Check your email frequently for updates from Sheridan.
- See your program Fee Estimate enclosed. Prompt payment secures your seat in the program.

### **Apply for Study Permit:**

- Please present this letter to apply for your study permit at the nearest Canadian Embassy, High Commission or Consulate.
- Once you have been approved, please upload a copy of your Study Permit Confirmation Letter or Visa to our [Immigration File Submission](#) system.
- If you withdraw, cease to attend classes or become part-time, you should be aware that we will inform Immigration, Refugees and Citizenship Canada of your change in status.

### **Apply for Co-op Work Permit (if applicable):**

Brampton | Mississauga | Oakville

The Sheridan College Institute of Technology  
and Advanced Learning  
1430 Trafalgar Road  
Oakville, Ontario L6H 2L1 Canada

T 1 905 815 4001  
F 1 905 815 4004  
[international@sheridancollege.ca](mailto:international@sheridancollege.ca)  
[sheridancollege.ca](http://sheridancollege.ca)

# Sheridan

- If your program includes a mandatory work-integrated learning component such as co-op, internship, placement or practicum (paid or unpaid), you will also need to apply for your co-op work permit while applying for the study permit.
- For a list of programs and to download your work permit letter, please visit our [Co-op Work Permit](#) webpage.

## Health Insurance:

- Your health insurance coverage will commence on the first day of the month the semester starts (September 1st, January 1st, May 1st), provided that your fees have been paid. If you arrive in Canada before your policy starts or extend your visit beyond your date of completion, it is your responsibility to ensure that you have adequate medical coverages.

Once again, congratulations!

Sincerely,



**Deanna McQuarrie**

Registrar & Associate Vice President Enrolment Management



June 16, 2022

Ekta Ekta

Sheridan Student ID: 991700615

**Term:** Winter 2023

**Program:** POAHS - Office Administration - Health Services - Hazel McCallion Campus - Mississauga, ON

**Entry Level:** Year 1 / Semester 1

Congratulations Ekta!

In addition to the Letter of Acceptance, I am pleased to congratulate you on being selected to receive a **Sheridan Entrance Scholarship** for the program and term stated above.

This award is valued at a total of \$1,000; \$500 will be applied directly to your Sheridan student account after the fourth week of classes of your first term and \$500 applied after the fourth week of classes of your second term. You must meet all the program's admission requirements and be registered full-time as an international student in both terms to qualify for this award. This award only applies to the program in this offer letter starting in Year 1 Semester 1. The award for a term will be canceled if you withdraw from that term at any time.

Again, please accept my warmest congratulations; we look forward to welcoming you to Sheridan!

Sincerely,

**Deanna McQuarrie**

Registrar & Associate Vice President Enrolment Management



**FULL TIME INTERNATIONAL FEE ESTIMATE**  
**2022/2023 Academic Year**

**Student ID:** 991700615

**Program:** Office Administration - Health Services

**Level:** Year 1 / Semester 1

**Name:** Ekta Ekta

**Address:**

Ghuman Road Mehta Chowk Tehsil Baba Bakala  
Amritsar 143114  
India

Sheridan College Institute of  
Technology and Advanced Learning

1430 Trafalgar Road

Oakville, Ontario, Canada L6H 1L1

Tel: 905-815-4001

Email: [international@sheridancollege.ca](mailto:international@sheridancollege.ca)

Web: [sheridancollege.ca](http://sheridancollege.ca)

HST: #R107976565

June 16, 2022

FEES DESCRIPTION	SEMESTER 1 AMOUNT	SEMESTER 2 AMOUNT
Ancillary Fees	\$653.25	\$493.25
Tuition Fee	\$8,103.00	\$8,103.00
Program Fees	\$84.97	\$10.00
International Health Insurance	\$395.00	\$0.00
<b>TOTAL</b>	<b>\$9,236.22</b>	<b>8,606.25</b>

**ALL FEES LISTED ARE IN CANADIAN DOLLARS**

***For more program fee and payment information:***

**<https://www.sheridancollege.ca/admissions/fees-and-finances>**

**PAYMENT DUE DATE**

Payment of total Fees of Semester 1 are due within 4 weeks of issue of this estimate.

Allow sufficient time for your payments to reach Sheridan by the due date. Late payments may result in the expiration of your offer.

**Important information:**

- Paying this Estimate by the due date secures your seat in the program at Sheridan, and allows you to submit your complete study permit application. This is a Fee Estimate based on approved tuition and fees for the 2021/2022 Academic Year.**
- The officially approved fee charges will be reflected in your Account Summary in [myStudentCentre](#) after your course registration is complete.

Brampton | Mississauga | Oakville

The Sheridan College Institute of Technology  
and Advanced Learning  
1430 Trafalgar Road  
Oakville, Ontario L6H 2L1 Canada

T 1 905 815 4001  
F 1 905 815 4004  
[international@sheridancollege.ca](mailto:international@sheridancollege.ca)  
[sheridancollege.ca](http://sheridancollege.ca)

If the amount of the final fee charges is lower than this Estimate, your overpayment will be credited towards your future semester.

If the amount of the final fee charges is higher than this Estimate, you will be required to pay the difference within the semester.

3. IRCC (Canada Immigration) may require full payment of first term and the second term fees to be eligible for Study permit application. Requirements vary according to geographical area. [Click for more information.](#)
4. Before making the payment, please make sure to accept your offer through the [Application Portal](#).
5. If you accept the offer and make the payment for this program, and later receive an offer from another program, you will be able to move the accept and payment to the new program.
6. **IMPORTANT: ALL PAYMENTS SHOULD BE MADE DIRECTLY TO SHERIDAN:** Students are fully responsible to ensure that all payments are made directly to Sheridan and received by Sheridan. Students are advised not to make payments to Sheridan through a third party (i.e., agent). Sheridan does not authorize any third party (i.e. agent) to collect payments on its behalf. Sheridan is not liable in any way for the actions of any third party. Students are fully liable in all circumstances should they make a payment or attempt to send a payment through any party other than Sheridan.
7. Methods of Payment

- **CIBC Student Pay (Preferred Method)**

This option allows you to pay at a preferred currency rate. Foreign Exchange rates offered by CIBC are locked-in for 72 hrs. Depending on your country, various payment options such as local bank transfer, Union Pay and Credit Card payment are available.

You can pay using CIBC Student Pay by visiting <http://cibc.sheridancollege.ca> Sign-in using your Sheridan Login information.

- **Bank Wire Transfer**

If you decide to pay your fees by wire transfer, please go to CIBC Student Pay portal <http://cibc.sheridancollege.ca> On Page 2, de-select "I do not wish to use CIBC preferred Foreign Exchange rates". Continue with the following steps, and the final instruction sheet will have the banking details for Bank Wire Transfer. Download and print the instruction sheet, and take it to your bank for the Bank Wire Transfer. Payer must cover all the Bank Wire Transfer charges.

- **Internet Banking**

Internet banking is available for Canadian bank account (use **Sheridan College** as payee, your student number as the reference/account number), at branch or telephone banking.



## 8. Withdrawals and Refund Policy

Sheridan must be notified by email to [international@sheridancollege.ca](mailto:international@sheridancollege.ca) of all withdrawals prior to the 10th day of class. All fees are subject to a non-refundable registration charge. This charge varies by program in the range of CAD \$1038-\$3800.

International students who are refused their study permit will receive a full refund of fees paid minus a \$200 administration fee provided they show proof of the refusal (copy of Immigration document) within the first 10 days of classes. The Health Insurance fee is Non-Refundable after the first day of class. All other refundable fees, except the late charge, will be refunded. Please allow eight weeks for processing a refund.

As Fee Estimates are prepared in advance, Sheridan reserves the right to make changes due to errors and omissions.