



3700 Willingdon Avenue
Burnaby, British Columbia
Canada V5G 3H2

604.434.1610
bcit.ca

Your BCIT Student Number: A01440692

May 23, 2024

- Karanveer Singh
2-888 Union Street
Prince George, BC
V2M 3S5 Canada

Dear - Karanveer Singh:

BCIT is pleased to offer you acceptance into the **Certificate in Operations Management - Management Engineer** for the **Fall 2024** Flexible Learning term starting **September 9, 2024**.

The length of this program is 24 months of continuous full-time course-by-course studies.

Next Steps:

1. **Tuition deposit:** Pay your **\$6000.00** tuition deposit by **June 06, 2024** to confirm your acceptance. View [BCIT's payment options](#). Your tuition deposit will be applied towards your first term tuition. *Please note: If you already registered for courses in the Fall 2024 term and paid your tuition in full, the tuition deposit is not required.*
2. **Medical insurance:** Complete the [medical insurance self-assessment](#) to determine how you will meet the medical insurance requirement.
3. **Course registration:** [Register](#) as soon as possible since courses may fill very quickly. Course registration is on a first-come-first-serve basis. We will send your list of required courses (program matrix) separately. Ensure that you maintain your [academic status](#) according to IRCC requirements. Confirm upcoming [registration dates](#) for future terms to plan ahead.
4. **Tuition payment:** [Tuition for Flexible Learning courses](#) is due immediately upon registration. Check your [account balance](#) once you've registered. **If the amount owing is more than your \$6000.00 tuition deposit, pay the difference immediately to avoid being dropped from your course(s).** Your tuition deposit will be released to your account within 2 business days of course registration.
5. **IRCC letter:** Approximately 2-3 weeks after receiving your tuition deposit, we will send your official acceptance letter required by Immigration, Refugees and Citizenship Canada (IRCC) for study permit application. Access your IRCC letter in [myCommunication](#).
6. **Study permit application:** Submit your study permit application to IRCC as soon as possible. Visit our [Study Permits](#) page to learn more about the process.
7. **Study permit:** Meet [BCIT's study permit requirement](#). Send a clear image of your study permit to statusdoc@bcit.ca from your myBCIT email account as soon as you receive it. Please include your BCIT ID number. You must provide your study permit by **September 2, 2024**.
8. **Refund policy:** Review [BCIT's refund and withdrawal policy for Flexible Learning courses](#). If you need to transfer or drop one or more courses for any reason, you are responsible for submitting your request by

the applicable deadlines.

Additional Information

- This letter is not acceptable for Immigration Refugees and Citizenship Canada (IRCC) purposes.
- Students enrolled in Flexible Learning programs are not eligible for [U-Pass BC](#) or [BCITSA Student Health and Dental Plan](#).
- **Deferrals and withdrawals:** To defer your offer of admission to a future term or withdraw your application:
 - Submit your request to international_flex@bcit.ca by **September 2, 2024**.
 - You are responsible for transferring or dropping your course registration according to [BCIT's refund and withdrawal policy for Flexible Learning courses](#).

On behalf of everyone at BCIT I am thrilled to be welcoming you and have you join our Institute and the passionate, dedicated students who inspire us, everyday, to pursue our Vision: Empowering people. Shaping BC. Inspiring global progress.

I am here to help if you have any questions. Don't hesitate to contact me by phone or email with your BCIT student number.

All the best with your studies at BCIT!

Sincerely,



Emiko Ikari
International Student Specialist
emiko_ikari@bcit.ca

The BCIT Education logo features a bright yellow square background. At the top, there is a small horizontal line. Below it, the word "EDUCATION" is written in a large, black, sans-serif font. At the bottom, the phrase "FOR A COMPLEX WORLD." is written in a smaller, bold, black, sans-serif font.

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EDUCATION
FOR A COMPLEX WORLD.