

The **LANGUAGE SCHOOL** AT VANIER COLLEGE

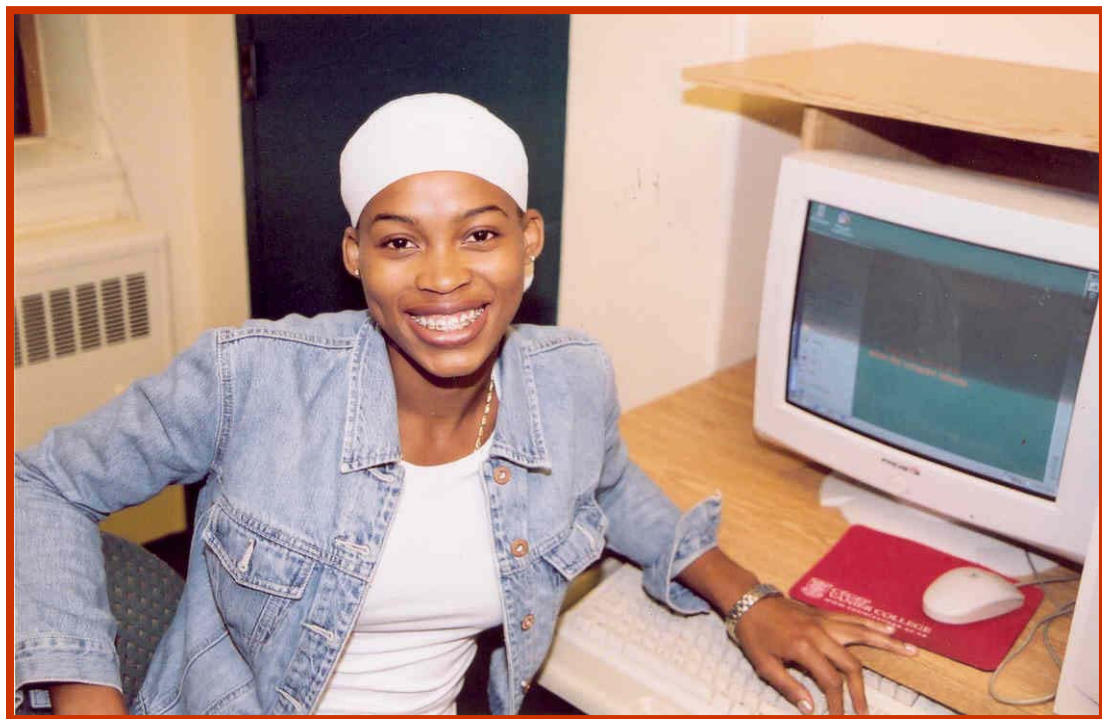
Information Guide

1. The Vanier College Language School
2. Vanier College
3. Facilities and Resources
4. Montreal
5. Intensive English Program
6. Curriculum
7. Basic French Program
8. Summer Intensive Program for Teens
9. Part-Time Courses
10. Our Students
11. Financial Aid & Work Opportunities
12. Medical Insurance
13. Homestay
14. Minor Students
15. International Students and Visitors to Canada
16. Requirements
17. How to Register
18. Payment
19. Withdrawal and Refund Policy
20. Transferring from the Language School to a Diploma Program at Vanier
21. About CEGEPS
22. Language School Photos



1. The Vanier College Language School

- English courses are offered in the autumn, winter, spring and summer.
- French courses are offered only in the summer.
- Language School students have access to the College's Library, Sports Complex, Computer Labs and free Internet.
- The class size is small (6 to 15 students) and the classrooms are located in the main building on campus.
- The Vanier College Language School is integrated within Vanier College. Language School students can take part in many College activities.
- Vanier College students act as Conversation Partners during the lunch break so students can practice their English with native speakers.
- The Language School has a student-centered philosophy. The focus is always on the individual, and we do our best to ensure that each student feels at ease in his or her learning environment.
- The Language School staff can offer guidance and advice to students before their arrival in Canada and during their stay at Vanier College. Email us at languageschool@vaniercollege.qc.ca



2. Vanier College

- Vanier College is located in Montreal, in the community of Saint-Laurent.
- Vanier is a public, English-language, post-secondary institution.
- The campus is only a 15 minutes metro ride from downtown.
- The College was established in 1970.
- 5,500 students attend Vanier College.
- Vanier College offers two types of diploma programs: Pre-university (2 years, preparation for university) and Technology / Career (3 years).
- Language School students can transfer to the diploma programs (Pre-university or Technology program) if they meet the minimum entrance requirement **and** fulfill the English language requirement.
- To know the minimum entrance requirements, students must contact Vanier College Admissions Office directly at admissions@vaniercollege.qc.ca

3. College Facilities and Resources

- Library
- Information Technology Centres
- Computer Labs
- The Learning Centre (comfortable study space, study tips)
- Cafeteria
- Sports Centre
- Nurse on campus
- ...and more!

4. Montreal

- Montreal is Canada's second largest city.
- It is a cosmopolitan city where many cultures come together.
- Montreal is a safe and affordable place to live and study.
- This bilingual city is the perfect place to practice either your English or French skills.
- Montreal is the home of many international festivals (jazz, comedy, film, fireworks).
- There are many exciting activities to take part in, excellent shopping, restaurants, and night life.
- Montreal has an excellent and affordable public transit system, which includes busses, underground metro, and commuter trains. Students who are less than 26 years old benefit from reduced fare.
- Montreal has four very distinct seasons. In summer, the temperature ranges from 24 to 32 degrees Celsius. Montreal winters (December-February) are cold but sunny. Visitors should dress appropriately, and be prepared to take part in fun winter activities such as ice skating, cross-country and alpine skiing, snowboarding, and sledding. Even though it can get very cold, all buildings and public transportation are heated, and so temperatures indoors remain at approximately 23 degrees.

5. Intensive English Program

- This program is offered year-round and there are many start dates throughout the year.
- There are 4 levels offered: Basic, Intermediate, High-Intermediate, Advanced
- Each level takes approximately 10 weeks to complete.
- There is a placement test on the first day of class.
- All the books are included.
- A Certificate of Achievement is awarded at the end of each level.
- Students must be at least 16 years old at the start of the program.
- This program is non-credit and does not replace the TOEFL, the Vanier College English Admission Test, or any other test of English proficiency.
- The lunch-hour Conversation Partners Program is free and it allows Language School students to practise their English with students in diploma programs at Vanier College. The Conversation Partners are friendly and fluent in English!

6. Curriculum

- Students follow the *NorthStar* series. There are 2 books for each of the 4 levels:
 - *NorthStar Listening and Speaking*
 - *NorthStar Reading and Writing*
- The teacher will supplement with the *NorthStar* series with other grammar and reading texts whenever appropriate.
- There is a test every Monday.
- There are oral presentations every second week.
- A variety of “Penguin Reader” novels are available to students. These books are designed for adult learners of English, and they range from Level 1 (200 words) to Level 7 (3000 words).
- Students who are placed in the Advanced level will prepare for the Vanier College English Admission Test (for entry into the College’s Academic Programs).
- Students who are placed in the Advanced level will find it useful for preparing for the TOEFL (Test of English as a Foreign Language).

7. Basic French Program

- The Basic French Program is an intensive program that is offered in the summer only.
- This course is designed for students who speak little or no French.
- The focus will be on learning communication skills for every day situations.
- Listening, speaking, reading and writing skills will be taught.
- Students must purchase their textbook.
- Students must be at least 16 years old at the start of the program.

8. Summer Intensive Program for Teens

- This summer program is designed for students who are 13 to 15 years old who do not speak English as a first language.
- The focus is on listening, speaking, reading and writing.
- All students must have a parent or legal guardian in Montreal.

9. Part-Time Courses

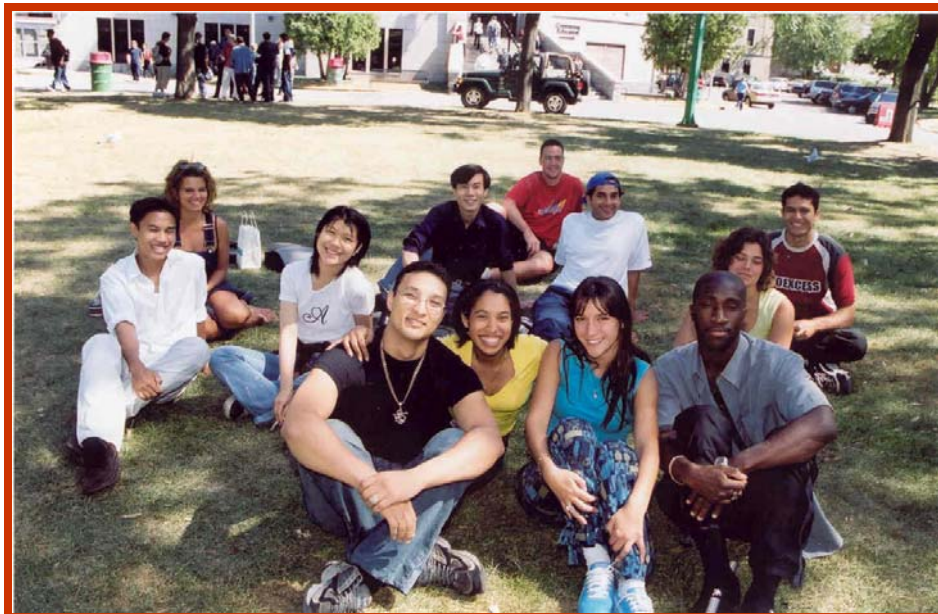
- Part-time, evening courses in English Communication, Academic Writing Skills, and Pronunciation are offered to local students only.

10. Our Students

Students in our intensive English Program come from many different countries and backgrounds. They vary in age from 16 to 45. The average is 24 years old.

Students take courses at the Language School for personal, academic, or professional development.

To see pictures or find out more about our students, visit the *Photos* section of our website: www.vaniercollege.qc.ca/languageschool/people.html



11. Financial Aid & Work Opportunities

- There is no financial aid (loans, bursaries, scholarships) available for these non-credit courses and programs.
- International Students are permitted to work on campus if they have a valid Study Permit; however, work opportunities at Vanier are uncommon. Students should ensure that they have another source of income to support themselves while in Canada.

12. Medical Insurance

- All students must have medical insurance for the duration of their stay at Vanier College.
- Insurance is not included in the price of the program.
- Students may choose to purchase insurance with a company in Canada or in their home country.
- *Studentguard* offers medical insurance for \$1.70 CAN per day (price subject to change). Register at www.studentguard.com
 - \$119 CAN for 10 weeks
 - \$323 CAN for 6 months
 - \$621 CAN for 1 year

13. Homestay

- Students who are at least 18 years old can contact **Minerva Homestay** for accommodations options. Their web site is www.minervahomestay.com
- Homestay fees must be paid to the homestay company directly (not to Vanier College).
- Students who are less than 18 years old must have a legal guardian or parent in Montreal. In the case of a guardian, signed and notarized custodianship forms must be submitted with the application. See Section 14: Minor Students.

14. Minor Students

All applicants who are less than 18 years old must have a parent or legal guardian in Montreal.

- If the parents will not be present in Montreal, they are responsible for finding a legal guardian to act in their place.
- Vanier College will not assume guardianship for any minors.
- Both the parents and the guardian must complete custodianship forms. These forms must be signed by a notary. The forms are available on the Citizenship and Immigration web site:
 - English version : <http://www.cic.gc.ca/english/pdf/pub/custodian-parent.pdf>
 - French version: <http://www.cic.gc.ca/francais/pdf/pub/gardien-parent.pdf>

15. International Students and Visitors to Canada

Visitors

- Individuals who will remain in Canada for a period of less than six months are considered visitors.
- Visitors can study in a short-term program (less than six months); they do not need a Quebec Certificate of Acceptance (CAQ) or Study Permit.
- Visitors can study at the Language School for the period authorized in their passport.
- Citizens of certain countries will need to obtain a Temporary Resident Visa (visitor's visa) to enter Canada. Apply for this at a Canada Embassy or Consulate.
- Visitors to Canada cannot obtain a Study Permit from within Canada. If they wish to change their status, they will be required to obtain a Quebec Certificate of Acceptance (CAQ) in Montreal, and then apply to a Canadian Embassy or Consulate outside of Canada for a Study Permit.

For more information about visiting Canada, visit <http://www.cic.gc.ca/english/visit/>

International Students

- Individuals who will remain in Canada for a period of six months or more for studies are considered International Students. Before arriving in Montreal, they must ...
 - 1) Apply to the Language School and receive a Letter of Acceptance.
 - 2) Next, apply by mail for a Quebec Certificate of Acceptance (CAQ) at the Quebec Immigration Office in Montreal.
 - 3) Finally, after the applicant has received a CAQ, he/she must apply for a Study Permit at the Canadian Embassy or Consulate.
 - 4) A medical exam or interview may be required for the Study Permit.
 - 5) Students can start their classes once they have a valid CAQ and Study Permit for Vanier College.
- Applicants who are refused a CAQ or Study Permit must present the refusal letter to the Language School to obtain a refund, less the processing fee.
- International Students can extend or change conditions on their Study Permit from within Canada. The processing time is approximately 3 months.

For more information about studying in Canada, visit:

Immigration Québec: www.immigration-quebec.gouv.qc.ca
Citizenship and Immigration: www.cic.gc.ca

16. Requirements:

- 1) Applicants must be at least 16 years old at the start of the program, unless otherwise indicated.
- 2) Minors must have a parent or legal guardian in Montreal.
- 3) Applicants must have valid medical insurance for the duration of their stay in Canada.

17. How to Register:

- 1) Send us your ...
 - a. completed application form;
(Available at www.vaniercollege.qc.ca/languageschool/register.html)
 - b. a copy of your passport (identity page);
 - c. payment;
 - d. notarized guardianship forms if you are less than 18 years old.
- 2) We will mail you an official Letter of Acceptance.
- 3) Apply for any documents you will need to enter Canada.
- 4) Purchase medical insurance.

18. Payment

- All fees are in Canadian dollars (CDN\$).
- We accept the following methods of payment:
 - Visa
 - MasterCard
 - Money Order (payable to Vanier College)
 - Certified cheque (payable to Vanier College)
 - Debit (in-person only)
 - Traveler's Cheques
- We do **not** accept the following:
 - Cash
 - Personal cheques
 - Bank-to-bank (wire) transfers

19. Withdrawal & Refund Policy

International Students	Canadian Citizens Permanent Residents Visitors to Canada
Before the start of the program: Original letter of acceptance must be returned. Refund of fees, less \$100 processing fee.	Before the start of the program: Refund less \$100 processing fee.
Refusal of CAQ or Study Permit by Immigration: Refusal letter from Immigration must be submitted. Refund of fees, less \$100 processing fee.	Once classes have started: Refund of any full remaining weeks, less \$200 processing and cancellation fee.
No refund for the semester once a CAQ and Study Permit have been obtained.	No refund after 50% of course completion.

20. Transferring from the Language School to a Diploma Program at Vanier College

A student who wishes to transfer from the Vanier College Language School to a Diploma (Academic) Program at Vanier College must do the following:

- 1) First apply to Vanier College by **March 1** for the Autumn semester (which begins at the end of August).
- 2) The Admission Office will request proof of proficiency in English. The student can provide a TOEFL score OR, if the applicant is in Montreal, he or she can write the Vanier College English Admission Test.
- 3) If the applicant fulfils the English language requirement, the Admissions Office will review the application and make a final decision. Applicants who do not meet the English language requirement will not be admitted.
- 4) If an applicant is accepted, he or she will receive a Letter of Acceptance. International Students must use this letter to update their CAQ and Study Permit. This process takes approximately 45 business days.
- 5) Once the student has a valid CAQ and Study Permit, he or she can register for classes at Vanier.

NOTE: Vanier College does not accept new international students for the Winter semester (beginning in January).

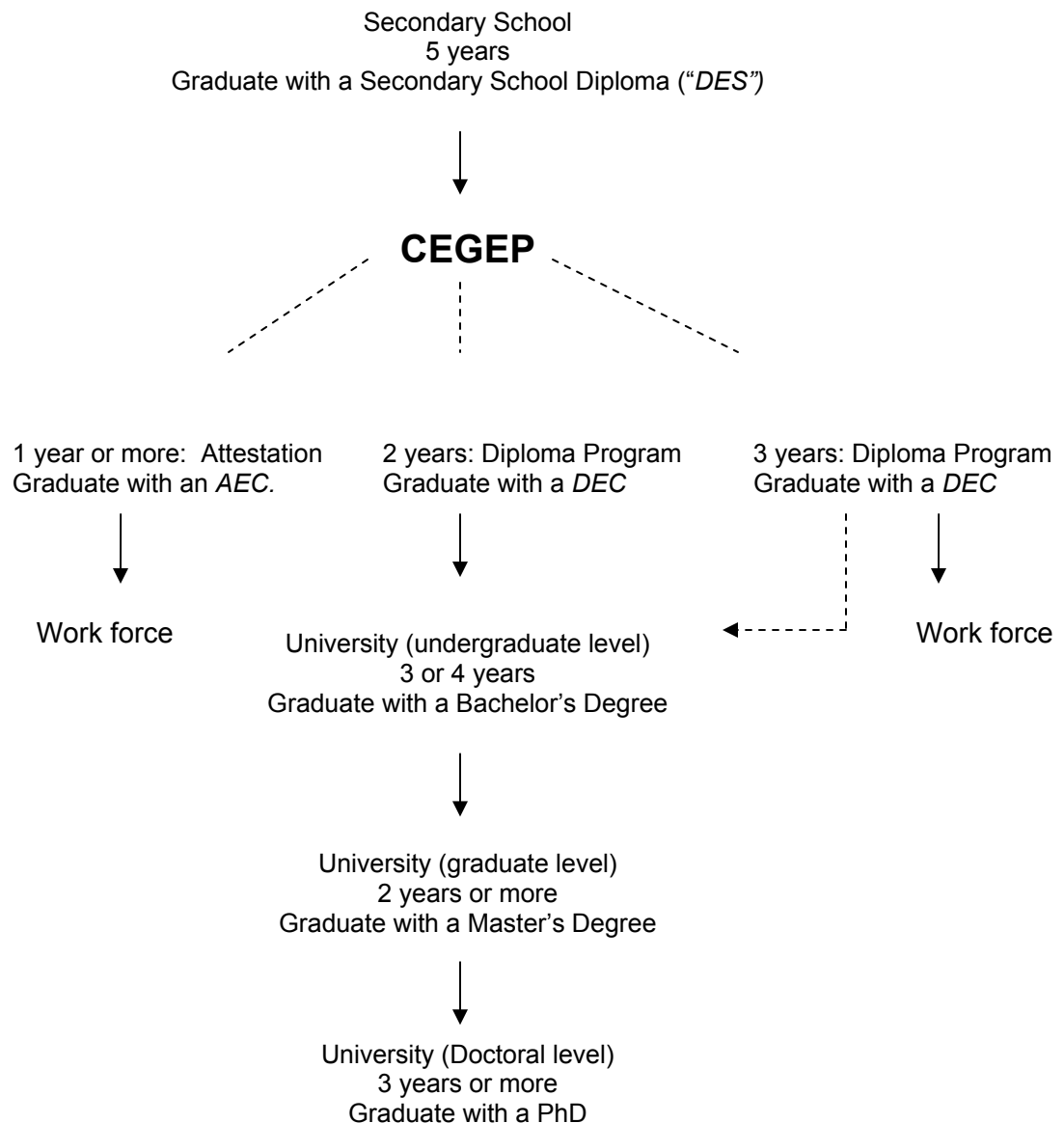
Programs Offered: <http://www.vaniercollege.qc.ca/academics/academics.html>
 Applying to Vanier: <http://www.vaniercollege.qc.ca/admission/admissions.html>

21. About CEGEPS

Students who complete Secondary School in Quebec must obtain a CEGEP Diploma before they can be admitted to University. CEGEP Diplomas are known as “DEC”s.

There are two types of diplomas (*DECs*) in CEGEP:

- 1) Pre-University (2 years): Prepare for University studies
- 2) Technology / Career (3 years): Prepare to work in your field or attend university.



22. Language School Photos



