



---

## 2010 BEC Summer (Teen & Youth) Application Help - NOTES

---

**Year: Summer 2010**

**Place: Canmore / Banff Canada**

**Date: July 12<sup>th</sup> to August 20<sup>th</sup>**

**Age: 7~12 & 13~17 (Guides for filling out both application forms)**

---



**Actually application form must be filled out 100% in English.**

**This form is only a guide for filling out the English form.**

## Application Page 1

1. Please write personal information of Applicant.

a. Family name	b. First name	c. Birthday (Year/month/Date)
d. Age	e. Male / Female (please check off the correct one)	f. Nationality
g. First language (The main language that you speak)	h. Home address	
i. Telephone number in your home address in your country.		j. e-mail address

2. Please check the Dates that the student will be joining the summer program.

a.	July 12 <sup>th</sup> to July 16 <sup>th</sup>
b.	July 19 <sup>th</sup> to July 23 <sup>rd</sup>
c.	July 26 <sup>th</sup> to July 30 <sup>th</sup>
d.	August 3 <sup>rd</sup> to August 6 <sup>th</sup>
e.	August 9 <sup>th</sup> to August 13 <sup>th</sup>
f.	August 16 <sup>th</sup> to August 20 <sup>th</sup>

3. Airline Information. Do you require transportation to and from the Airport?

a.	Yes
b.	No

Check yes or No.

If you are not sure of your flight information, please leave c,d,e and f blank and e-mail/send this information as soon as you know the details.

c.	Arrival Date/Time
d.	Airline/Flight number for arrival flight
e.	Departure Date/Time
f.	Airline/Flight number for departure flight

4. What is your (applicant's) approximate English Level?

4.(1)	How long have you been studying English?				
a.	1-2 years	b.	3- 4 years	c.	More than 4 years
4.(2)	How do you rate your English level?				
a.	Speaking	<input type="checkbox"/> Poor	<input type="checkbox"/> Fair	<input type="checkbox"/> Good	
b.	Reading	<input type="checkbox"/> Poor	<input type="checkbox"/> Fair	<input type="checkbox"/> Good	
c.	Writing	<input type="checkbox"/> Poor	<input type="checkbox"/> Fair	<input type="checkbox"/> Good	

---

5.1 Allergies Please check the box

a.	Penicillin
b.	Other drugs
c.	Nuts
d.	Animal Hair
e.	Others (Please explain)

5.2 Explain if you have special medicine

5.3 Explain if you have diseases (include chronic illness)

5.4 Explain if there is anything else that should be noted.

The health history is correct as far as I know and the student described has permission to engage in all program activities except as noted. I hereby give permission to the physician selected by BEC to provide treatment for the health of my child and in the event I cannot be reached in an emergency, I hereby give permission to the physician, selected by Banff Education Centre, to hospitalize, secure proper treatment for and to order injection and/or anesthesia and/or surgery for my child as named above.

5.5 Parent's first name

5.6 Parent's last name

5.7 Today's Date

5.8 Signature

---

6. Emergency Contact Person

a.	Name of someone BEC should contact if there is an emergency.
b.	Relationship to Student
c.	Phone number
d.	e-mail

---

7. How did you hear about the Banff Education Centre?

a.	Agent
b.	Internet
c.	Friend
d.	Teacher
e.	Magazine/Newspaper
f.	Other

---

## 8. Payment Details

a.	Registration Fee: Fee for registration (mandatory).
b.	Material Fee: Fee for materials (mandatory). For students staying 1,2,3 or 4 weeks, please write \$40 in the last box. For students staying 5 or more weeks, please write \$80 in the last box.
c.	Tuition: How many weeks will you be joining the course? There are 4 different price levels. Write in the number of weeks and multiply this by the amount/week, then write the number in the last box.
d.	This is only for Adult Chaperone(s). If an adult Chaperone is coming with the student(s), please write in the number of weeks that they will be joining the daily activities. This amount does not include the cost for daily Adult ESL lessons.
e.	Accommodations. See separate page. Take the total amount from the accommodations page and write the total accommodations amount in the last box.
f.	Insurance: (Mandatory). Please write in the number of days you will be in Canada, multiply this by \$2 and write in the total amount in the last box.
g.	Weekend Activities: See separate page. Calculate the total amount from the Weekend Activities page and write the total Weekend Activities amount in the last box. *Weekend Activities will only be run if there are at least 5 participants. Refunds will be given if cancelled. *Dates may be adjusted.
h.	This is only for Chaperones. Chaperones are only able to join students for the activities. If you are planning to come as a chaperone, and would like to study English Conversation with other Adult students, please use these prices. 1 week (3 hours/day M-F) equals \$460/week. This includes Registration, and material fees. 2 Weeks = \$630, 3 weeks = \$850.
i.	Daily Care Package: This includes the daily school shuttle. This includes morning and afternoon shuttle service between the school and your accommodations. The price for this service is close to the price of a public bus in most Canadian cities. The town of Canmore does not have public transit. Especially for young students it is recommended that they take the school shuttle. Please add an extra \$29/week if Chaperones will be joining the student and taking the school shuttle/Daily Care service.
j.	Airport transfer fee (optional): 1person = \$120 (arrival or departure only). \$240 (arrival and departure shuttle). Our Airport shuttle service picks up students from the Airport arrival area and brings them to the door of their accommodations. For departure it also picks up students from the door of their accommodations.
k.	If 2 or more Students/Chaperones are traveling together, the price is reduced to \$80/person (one way).
l.	\$160 for arrival and departure for 2 or more students/chaperones.
m.	Use the last box to add all of the costs and write the total fees.

## 9. Payment :

Send completed application form to the Banff Education Centre by fax, mail, or a BEC representative in your country. Submit your total fee payment by one of three methods:

### a. Method 1:

Send check or money order to:

### b. Method 2:

Wire transfer to:

### c. Method 3:

Pay by Credit Card (for credit card payments add 3% to the total)

d. Credit Card Type:      Visa      MasterCard

e. Credit Card Holder Name:

f.	Credit Card Number:
g.	Expiry Date (Month / Year):

h. Once at least the \$500 deposit is received, BEC will send a confirmation letter (letter of acceptance into the program). If student is not able to get a tourist Visa, this will be needed in order to get a Visa.

**10. Cancellation Conditions:**

Program Registration Fee (\$200) is non-refundable any time.

In case of cancellation, BEC will only accept a written cancellation notice. A verbal cancellation is not accepted.

The following cancellation fee will apply:	Cancellation Notice is received
\$200 Registration Fee	On or Before May 15th
\$500 Deposit will not be refunded	After May 15th
\$500 + 20% of Program fee	29 – 8 days prior to the arrival date
\$500 + 100% of Program fee	7 days prior to the arrival date and thereafter

11. No students will be admitted into Banff Education Centre’s Summer Program until;

a.	All forms are filled out completely and submitted.
b.	An immunization record is submitted. These may be faxed to 1-403-678-3932. BEC recommends that students are given meningitis and tetanus vaccinations before attending the Banff Education Centre Activity Program.
c.	A deposit of \$500 is received by BEC. The balance of the fees owing are due 4 weeks before student’s arrival date. 2% will be charged on late payments. Students will not be received at the Airport until payment has been received in full. Flight information must be provided at least 5 business days prior to the arrival of the student or the airport shuttle cannot be guaranteed.

**Please read all information before signing up for this program. Most misunderstandings or complaints happen because the client has not read all of the information.**

12. PARENT/GUARDIAN AGREEMENT AND AUTHORIZATION

I, the Parent or Legal Guardian of the above named student, have read the program outline, cancellation conditions, and registration agreement and agree to abide by them. I am fully aware that the students participation to the Banff Education Centre Activity Program involves some risks, dangers and hazards, and accept full risk and responsibility for any injury and suffering of the student, authorize Banff Education Centre to sign activity waiver form of any activity operator on my behalf and agree to sign the Letter of Consent form and permit the student to participate in the full range of the Banff Education Centre Activity Program. It is expressly agreed that the student is allowed to participate in all activities. Health insurance is mandatory for students coming from outside Canada. I understand that insurance is provided by an insurance company. In the case that an accident happens, I understand that I must pay for all medical expenses and that BEC will provide me with the forms for reimbursement. I understand that BEC does not insure the students and that BEC is not responsible for any decisions made by the insurance company regarding eligible expenses.

I grant full permission to Banff Education Centre and host family for any necessary care and medical treatment of the student by a licensed physician or medical facility on my behalf.

Neither BEC nor BEC representatives shall be responsible for any theft, or loss or damage to student, Homestay family, or dormitory property. In the case my child is directly responsible for this, I agree to pay for any loss, damage or injury to the person or property of others.

I agree to let Banff Education Centre use the student’s photos, videos and testimonials for advertisement and publicity materials. I further agree to indemnify and hold harmless M.E.F. Canada Ltd., Banff Education Centre (BEC) and their respective directors, officers, employees, agents, host families and others from all claims for loss, damage, injury, death, and expense arising from the student’s participation in the Banff Education Centre Activity Program.

a.	Name of Parent or Guardian
b.	Date Signed (Year / Month/ Date)
c.	Signature of Parent or Guardian

13. Does your child have a place to stay?

- a.  Yes
- b.  No → Complete form 1A

14. Will your child be joining any of the Banff Education Centre activities on the weekends?

- a.  Yes → Complete form 1B
- b.  No, they will have their personal time at the Homestay / dormitory or join the Homestay family if the family makes plans.

15. Will the student be staying with their current Legal Guardian/Parent or related family while in Canada?

- a.  Yes
- b.  No, they need a legal Custodian → Complete form 1C and 1D

16. How will the student travel?

- a.  With both of their Parents or Guardians
- b.  With an adult or organization (when student has 2 Parents/Guardians) → Complete form 2A
- c.  With an adult or organization (when student only has 1 Parent/Guardian) → Complete form 2B
- d.  With only one of their 2 real Parents/Guardians → Complete form 2C
- e.  Alone → Complete form 2D

Please find Forms 1A, 1B, 1C, 1D 2A, 2B, 2C and 2D in the following pages

## (Form 1A) Accommodations

17. Please check off the weeks which accommodations are needed.

(These dates are check-in and check-out dates)

a.	Saturday July 10 <sup>th</sup> to Saturday July 17 <sup>th</sup>
b.	Saturday July 17 <sup>th</sup> to Saturday July 24 <sup>th</sup>
c.	Saturday July 24 <sup>th</sup> to Saturday July 31 <sup>st</sup>
d.	Saturday July 31 <sup>st</sup> to Saturday August 7 <sup>th</sup>
e.	Saturday August 7 <sup>th</sup> to Saturday August 14 <sup>th</sup>
f.	Saturday August 14 <sup>th</sup> to Saturday August 21 <sup>st</sup>

g. If you are not able to arrive on a Saturday or depart on a Saturday, please write in the extra nights needed.

If extra days/nights are needed an extra \$40/person/night will be charged.

We do our best to provide a comfortable stay. But, please remember that these accommodations are not Hotel quality. Hotels during this period (if they are available) are usually over \$150 / night. If you would like a hotel, please contact us.

18. Option 1. Homestay Only (Must be registered on or before March 1st, 2010)

a.	Administration Fee for Student (mandatory)
b.	1 week: Please write \$279 in the last box if the student is staying for 1 week.
c.	2 to 6 weeks: Please write the number of weeks and multiply this by \$237.
d.	Administration Fee for Adult Chaperones. If there is an adult Chaperone attending, there is a \$100 Administration fee for the Chaperone.
e.	For Adult Chaperone only: 1 week equals \$112. This is added to the amount that the student is paying for Homestay. This price is for Chaperone staying in the same room as the student(s).
f.	For Adult Chaperone staying 2 to 6 weeks in Homestay with the student(s). Please write the number of weeks and multiply this by \$95.
g.	Use the last box to add all of the costs and write the total Accommodation fees.

**-NOT available for Youth (7~12 years old)**

19. TEEN ONLY- Option 2. Dormitory Only (Must be registered on or before May 15<sup>th</sup>, 2010)

The Dormitory style accommodations will be 100% supervised. Female and Male students will be separated.

a.	Administration Fee for Student (mandatory)
b.	Please write in the number of weeks that student would like to stay in this dormitory style accommodation. Multiply this number by \$167. The location will be Canmore. Fee for Meals is separate.
c.	If you would like meals provided, please write in the number of weeks and multiply this by \$70/week.
d.	Administration Fee for Adult Chaperones. If there is an adult Chaperone attending, there is a \$100 Administration fee for the Chaperone.
e.	For Adult Chaperone only: Please write in the number of weeks that the Chaperone would like to stay in this dormitory style accommodation. Multiply this number by \$167. The location will be Canmore. Fee for Meals is separate.
f.	If Chaperone would like meals provided, please write in the number of weeks and multiply this by \$105.
g.	Use the last box to add all of the costs and write the total Accommodation fees.

**-NOT available for Youth (7~12 years old)**

**20.** TEEN ONLY- Option 3. One Week Homestay plus one or more weeks in our dormitory style accommodations. (Must be registered on or before May 15<sup>th</sup>, 2010)

a.	Administration Fee for Student (mandatory)
b.	Please write in the number of weeks. Multiply this by \$237. This includes 3 meals/day.
c.	Administration Fee for Adult Chaperones. If there is an adult Chaperone attending, there is a \$100 Administration fee for the Chaperone.
d.	For Adult Chaperone only: 1 week of Homestay equals \$112. This is added to the amount that the student is paying for Homestay. This price is for Chaperone staying in the same room as the student and it includes 3 meals per day.
e.	For the Dormitory part of the stay. Please write in the total number of weeks subtract 1 week (1 week will be in Homestay) and multiply this amount by \$167. Fee for meals is separate.
f.	If Chaperone would like meals provided, please write in the number of weeks (the total number of weeks subtract 1week) and multiply this by \$105.
g.	Use the last box to add all of the costs and write the total Accommodation fees.

---

**21.** Examples of meals/food in both the dormitory accommodations and at Homestay locations will be

Breakfast:	Yogurt, Cereal, bread,
Lunch:	Sandwiches, Salad, vegetables
Dinner:	Pasta, barbecue, chicken, potatoes, rice

---

**22.** For Accommodations, if you have allergies or special needs please write them below in English.

---

23. 1C - CUSTODIANSHIP DECLARATION – CUSTODIAN (School Director)

a.	Student's full name
b.	Citizenship (The country that has issued their passport)
c.	Birthday (Day / Month /Year)
d.	Please check here if student is a boy
e.	Please check here if student is a girl.

The director of the school will be the custodian for the student as he is the best person to be responsible for the student and if there are any problems he is the easiest person to handle these problems.

f.	In Canada, Student will be staying in a dormitory style residence supplied and supervised by the school.
g.	In Canada, Student will be camping with the school
h.	In Canada, Student will be staying with a Homestay family that the school/director has chosen to host the student.
h1.	Write the name of Homestay parents.
h2.	Write the address of Homestay parents.
h3.	Write the telephone number of Homestay parents.
i.	If you are staying somewhere else, please check this box and explain where (in English)

j.	The full name of Student's Father / Guardian
k.	The full name of Student's Mother / Guardian
l.	Father / Guardian's birthday (Month / Day / Year)
m.	Mother / Guardian's birthday (Month / Day / Year)
n.	Home address of Father / Guardian.
o.	Home address of Mother / Guardian if it is different that (n)
p.	Telephone number of Father / Guardian.
q.	Telephone number of Mother / Guardian if it is different from (p)

Please do not fill out anything else on this page. This form is for the director to sign. It will be signed in Canada. The next form is for the Parents / Guardians to sign.

---

**(Form 1D) CUSTODIANSHIP DECLARATION – PARENTS/GUARDIANS**

**24.** This form needs to be filled out and signed at your local Notary or City Hall.

a.	Student's full name
b.	Citizenship (The country that has issued their passport)
c.	Birthday (Day / Month /Year)
d.	Please check here if student is a boy
e.	Please check here if student is a girl.
f.	In Canada, Student will be staying in a dormitory style residence supplied and supervised by the school.
g.	In Canada, Student will be camping with the school
h.	In Canada, Student will be staying with a Homestay family that the school/director has chosen to host the student.
h1.	Write the name of Homestay parents.
h2.	Write the address of Homestay parents.
h3.	Write the telephone number of Homestay parents.
i.	If you are staying somewhere else, please check this box and explain where (in English)
j.	The full name of Student's Father / Guardian
k.	The full name of Student's Mother / Guardian
l.	Father / Guardian's birthday (Month / Day / Year)
m.	Mother / Guardian's birthday (Month / Day / Year)
n.	Home address of Father / Guardian.
o.	Home address of Mother / Guardian if it is different that (n)
p.	Telephone number of Father / Guardian.
q.	Telephone number of Mother / Guardian if it is different from (p)

**25.** I/we \_\_\_\_\_ and \_\_\_\_\_ (a. please write in the names of one or both parents), the parents/guardians of the student \_\_\_\_\_ (b. Write in the name of student), give full custodianship to \_\_\_\_\_ (c. Name of Custodian – Please write in "Theo Keet" in this space). We understand that a Homestay family, camp counselor, dormitory supervisor, etc. may be appointed to also care for the students on behalf of the Custodian. For the student's stay in Canada, while he/she is a minor (not considered an adult) in Alberta, I have made the necessary arrangements for the care and support of the said student such that the custodian should act in the place of me/us, the parents. By signing this custodian agreement, I/we affirm that I am/we are satisfied the above appointed custodian resides within a reasonable distance of my/our child's intended residence and school and will be able to fulfill his/her obligations as a custodian in the event of an emergency.

Form 1D should be signed in front of Notary or Legal representative.

d.	Signature of Father / Guardian
e.	Date that this is signed (mm/dd/yyyy)
f.	Signature of Mother / Guardian
g.	Date that this is signed (mm/dd/yyyy)
h.	Sworn before the Notary/legal representative at _____ (name of City)
i.	In the province of _____ (province/ Territory)
j.	_____ (Country)
k.	day (number)
l.	month
m.	year
n.	Signature of the Notary
o.	Official seal of Notary Public

26. We \_\_\_\_\_ (a. Full name of Father /Legal Guardian), \_\_\_\_\_ (b. full name of Mother/legal guardian) father and mother/legal guardians of \_\_\_\_\_ (c. full name of child) born on \_\_\_\_\_ (d. birthday of child - year / month/day).

SOLEMNLY DECLARE (promise and are 100% sure) that we gave the consent to travel with \_\_\_\_\_

(e. Full name of Adult or organization that you are traveling together with) of (f. Full address of Adult or organization that you are traveling together with)

and that our child shall comply with the laws and regulations of your country, federal and local, never be a burden, economic or otherwise, to your country.

We arranged proper health insurance coverage for our child and agreed to grant full authority to Banff Education Centre, \_\_\_\_\_ (g. Full name of Adult or organization that you are traveling together with) and host family for arranging any necessary emergency medical treatment of our child on our behalf if we cannot be reached.

h.	Name of Child
i.	City of entry into Canada
j.	Date that you will arrive in Canada
k.	Number of days student will be in Canada
l.	Date student arrives in Canada
m.	Date student leaves Canada
n.	Purpose of coming into Canada. Unless you have other plans in Canada we suggest you write "to join the summer ESL Program at Banff Education Centre".

27. Educational Program Provider: Shows the information for the school.

We would appreciate it very much if you would grant my child the entry permit to your country.

Thank you very much for your cooperation.

Very truly yours,

a.	Signature of Father / Legal Guardian
b.	Name of Father / Legal Guardian
c.	Signature of Mother / Legal Guardian
d.	Name of Mother / Legal Guardian
e.	Date that this was signed (mm/dd/yyyy)

28. To whom it may concern,

I \_\_\_\_\_ (a. full name of parent/legal guardian), sole custodian of \_\_\_\_\_ (b. full name of child)

born on \_\_\_\_\_ (c. Student's birthday: year/month/day),

SOLEMNLY DECLARE that I give the consent for my child to travel with \_\_\_\_\_ (d. Full name of adult or Organization that student will be traveling together with) of \_\_\_\_\_ (e. Full address of adult or Organization that student will be traveling together with).

I do not legally require the consent of any other person to grant my child authority to travel without a legal guardian present. My child shall comply with the laws and regulations of your country, federal and local, never be a burden, economic or otherwise, to your country.

I arranged proper health insurance coverage for my child and agreed to grant full authority to Banff Education Centre, \_\_\_\_\_ (f. Full name of adult or Organization that student will be traveling together with) and host family for arranging any necessary emergency medical treatment of my child on my stead if I cannot be reached.

g.	Name of Child
h.	City of entry into Canada
i.	Date that you will arrive in Canada
j.	Number of days student will be in Canada
k.	Date student arrives in Canada
l.	Date student leaves Canada
m.	Purpose of coming into Canada. Unless you have other plans in Canada we suggest you write "to join the summer ESL Program at Banff Education Centre".

29. Educational Program Provider: Shows the information for the school.

I would appreciate it very much if you would grant my child the entry permit to your country.

Thank you very much for your cooperation.

Very truly yours,

a.	Signature of Parent / Guardian
b.	Full Name of Parent / Guardian
c.	Date signed(mm/dd/yyyy)

30. To whom it may concern,

I \_\_\_\_\_ (a. full name of parent/legal guardian that is not able to join the family), father/mother/legal Guardian of \_\_\_\_\_ (b. full name of child)

born on \_\_\_\_\_ (c. Student's birthday: year/month/day)

SOLEMNLY DECLARE that I give the consent for my child to travel with \_\_\_\_\_ (d. Full name of parent traveling together with student) of \_\_\_\_\_ (e. Full address of parent traveling together with student)

and that my child shall comply with the laws and regulations of your country, federal and local, never be a burden, economic or otherwise, to your country.

f.	Name of Child
g.	City of entry into Canada
h.	Date that you will arrive in Canada
i.	Number of days student will be in Canada
j.	Date student arrives in Canada
k.	Date student leaves Canada
l.	Purpose of coming into Canada. Unless you have other plans in Canada we suggest you write "to join the summer ESL Program at Banff Education Centre".

---

31. Educational Program Provider: Shows the information for the school.

I would appreciate it very much if you would grant my child the entry permit to your country.

Thank you very much for your cooperation.

Very truly yours,

a.	Signature of Parent / Legal Guardian that is NOT able to travel together with the student.
b.	Full Name of Parent / Legal Guardian that is NOT able to travel together with the student.
c.	Date signed(mm/dd/yyyy)

---

32. We (I) \_\_\_\_\_ (a. Full name of father /legal guardian1), \_\_\_\_\_ (b. Full name of mother/legal guardian2) father and mother/legal guardians of \_\_\_\_\_ (c. full name of child) born on \_\_\_\_\_ (d. birthday of child - year / month/day),

SOLEMNLY DECLARE (promise and are 100% sure) that we (I) have made all the necessary arrangements for the care and support of our child during his/her studies in Canada, gave the consent to travel without an adult present and that our child shall comply with the laws and regulations of your country, federal and local, never be a burden, economic or otherwise, to your country.

We (I) arranged proper health insurance coverage for our child and agreed to appoint Theo Keet, a Canadian Citizen who is over 19 years old, living in Canmore, Alberta, as the custodian of my child.

We (I) agreed to grant full authority to Banff Education Centre, the custodian and host family for any necessary care and medical treatment of our (my) child.

e.	Name of Student
f.	City of entry into Canada
g.	Date that you will arrive in Canada
h.	Number of days student will be in Canada
i.	Date student arrives in Canada
j.	Date student leaves Canada
k.	Purpose of coming into Canada. Unless you have other plans in Canada we suggest you write "to join the summer ESL Program at Banff Education Centre".

33. Educational Program Provider:

Custodian:

We would appreciate it very much if you would grant my child the entry permit to your country.

Thank you very much for your cooperation.

Very truly yours,

a.	Signature of Father / Legal Guardian
b.	Full Name of Father / Legal Guardian
c.	Signature of Mother / Legal Guardian
d.	Full name of Mother / Legal Guardian
e.	Date that this was signed

**Actually application form must be filled out 100% in English.**

**This form is only a guide for filling out the English form.**