



Global On Education Inc.

## Glenn College

298-1199 W Pender St. Vancouver, BC, V6E2R1

T: 604-669-1603 E: info@gcib.ca

www.gcib.ca

**Glenn College is designated by the Private Training Institutions Branch (PTIB)**

### STUDENT INFORMATION

Last Name

First Name & Middle Name

Usual First Name

Personal Education Number (if available)

Mailing Address

Mailing Address in Canada (if available and different from above)

Student Telephone Number

Student Email Address

International Student:

Yes

No

Citizenship: \_\_\_\_\_

Do you have a study permit?

Yes

No

If you do not have a study permit, do you have a permit, visa or other written authorization to study in Canada other than a study permit?  Yes  No

Date of Birth:

Y	Y	Y	Y	M	M	D	D		

Gender

Female

Male

### PROGRAM INFORMATION

Program Title

Hours of Instruction  
During Contract Term

Program Duration in Weeks

Contract Start Date

Contract End Date

Approved Program

Non - Approved Program

Program Not requiring Approval

Credential Issued on Graduation

Diploma

Certificate

Program Delivery:  IN CLASS  Online Class

Instruction of Program Delivery: **ENGLISH**

**PROGRAM ADMISSION REQUIREMENTS & PROGRAM OUTLINE**

Please see the attached for the admission requirements and program outline.

**PROGRAM COSTS**

Total tuition payable during contract term	\$ _____
Application fee	\$ _____
Fees for textbooks or other course materials, including equipment and uniforms	\$ _____
Other mandatory fees (fees students must pay that are <u>not</u> in relation to an approved program)	\$ _____
<b>Domestic student application fees cannot exceed \$250 and international student application fees cannot exceed \$1,000. Assessment fees cannot exceed \$250.</b>	
<b>TOTAL PROGRAM COSTS</b>	<b>\$ _____</b>

**PAYMENT TERMS**

Method of payment:     Cash    Cheque    Credit Card    Other: \_\_\_\_\_

**REFUND POLICY**

Circumstances when Refund Payable	Amount of Refund
<b>Before program start date, institution receives a notice of withdrawal (applies to all students)</b>	
<ul style="list-style-type: none"> <li>No later than seven days after student signed the enrolment contract, and</li> <li>Before the program start date.</li> </ul>	100% tuition and all <a href="#">related fees</a> , other than application fee. Related fees include: administrative fees, application fees, assessment fees, and fees charged for textbooks or other course materials.
<ul style="list-style-type: none"> <li>At least 30 days before the later of:                             <ul style="list-style-type: none"> <li>a) The program start date in the most recent Letter of Acceptance (international students)</li> <li>b) The program start date in the enrolment contract.</li> </ul> </li> </ul>	Institution may retain up to 10% of tuition, to a maximum of \$1,000. Institution must refund fees paid for course materials if not provided to the student.

<ul style="list-style-type: none"> <li>• More than seven days after the student and institution signed the enrolment contract, and</li> <li>• Less than 30 days before the later of: <ul style="list-style-type: none"> <li>a) The program start date in the most recent Letter of Acceptance (international students)</li> <li>b) The program start date in the enrolment contract.</li> </ul> </li> </ul>	<p>Institution may retain up to 20% of tuition, to a maximum of \$1,300.</p> <p>Institution must refund fees paid for course materials if not provided to the student.</p>
<p><b>After program start date</b>, institution provides a notice of dismissal or receives a notice of withdrawal (applies to all students, except those enrolled in a program delivered solely by distance education)</p>	
<ul style="list-style-type: none"> <li>• After the program start date, and up to and including 10% of instruction hours have been provided.</li> </ul>	<p>Institution may retain up to 30% of tuition.</p> <p>Institution must refund fees paid for course materials if not provided to the student.</p>
<ul style="list-style-type: none"> <li>• After the program start date, and after more than 10%, but before 30% of instruction hours, have been provided.</li> </ul>	<p>Institution may retain up to 50% of tuition.</p> <p>Institution must refund fees paid for course materials if not provided to the student.</p>
<p><b>Student does not attend program – “no-show”</b> (applies to all students except those enrolled in a program delivered solely by distance education):</p>	
<ul style="list-style-type: none"> <li>• Student does not attend the first 30% of the program.</li> </ul>	<p>Institution may retain up to 50% of the tuition.</p> <p>Institution must refund fees paid for course materials if not provided to the student.</p>
<p><b>Institution receives a refusal of study permit</b> (applies to international students requiring a study permit):</p>	
<ul style="list-style-type: none"> <li>• Before 30% of instruction hours would have been provided, had the student started the program on the later of the following: <ul style="list-style-type: none"> <li>a) The program start date in the most recent Letter of Acceptance</li> <li>b) The program start date in the enrolment contract</li> </ul> </li> <li>• Student has not requested additional Letter(s) of Acceptance.</li> </ul>	<p>100% tuition and all related fees, other than application fee.</p>
<p><b>After the program start date, student withdraws or is dismissed</b> (applies to students enrolled in a program delivered solely by distance education):</p>	
<ul style="list-style-type: none"> <li>• Student completed up to 30% of the program.</li> </ul>	<p>Institution may retain up to 30% of the tuition.</p> <p>Institution must refund fees paid for course materials if not provided to the student.</p>
<ul style="list-style-type: none"> <li>• Student completed more than 30% but less than 50% of the program (based on evaluation provided to student).</li> </ul>	<p>Institution may retain up to 50% of the tuition.</p> <p>Institution must refund fees paid for course materials if not provided to the student.</p>

Student enrolled in a program without having met the admission requirements for the program	
<ul style="list-style-type: none"> <li>If the student did not misrepresent the student's knowledge or skills when applying for admission and the registrar orders the institution to refund tuition and fees.</li> </ul>	100% tuition and all related fees, including application fees
Circumstances when Refund Payable	Amount of Refund
Institution does not provide a work experience	
<ul style="list-style-type: none"> <li>The institution fails to provide the work experience within 30 days of the contract end date, unless the registrar determines the institution was prevented from doing so by circumstances beyond its control.</li> </ul>	100% tuition and all related fees, other than application fees

Institution must pay the tuition or fee refund **within 30 days** after receiving notice of withdrawal or refusal of study permit; providing a notice of dismissal, or the date on which the first 30% of the hours of instruction are provided (no-show).

Notice of Withdrawal	REFUND ENTITLEMENT
<b>Before the IN-CLASS Program begins:</b>	
3.1. The student submits <b>and</b> the College receives a Notice of Withdrawal <u>no later than</u> seven (7) calendar days after the effective contract date, but before the start date of the Program.	Student is <b>entitled to one hundred percent (100%)</b> of paid tuition; other than application fees.
3.2. The student has signed the enrolment contract <u>seven (7) or less</u> calendar days before the Program start date and has submitted a Notice of Withdrawal <b>which</b> the College has received between the date on the enrolment contract and the start date of the Program.	
3.3. The student submits and the College receives a Notice of Withdrawal more than seven (7) calendar days after the effective contract date and thirty (30) days or more before the Program start date.	The College will <b>retain ten percent (10%)</b> of the tuition due under the enrolment contract, up to a maximum of \$1000.
3.4. The student submits and the College receives a Notice of Withdrawal <u>more than</u> seven (7) calendar days <u>after</u> the effective contract date and <u>less than</u> thirty (30) calendar days before the Program start date.	The College will <b>retain twenty percent (20%)</b> of the tuition due under the enrolment contract, up to a maximum of \$1300.
<b>After an IN-CLASS Program begins (excludes online programs):</b>	
3.5. After the Program start date, the student submits and the College receives a Notice of Withdrawal before the student has received up to and including ten percent (10%) of hours of instruction.	The College will <b>retain thirty percent (30%)</b> of the tuition due under the enrolment contract.

3.6. The student submits and the College receives a Notice of Withdrawal after the student has been provided more than ten percent (10%) but less than thirty percent (30%) of hours of instruction in the Program.	The College will <b>retain fifty percent (50%)</b> of the tuition due under the enrolment contract.
3.7. The institution fails to provide the work experience within 30 days of the contract end date, unless the registrar determines the institution was prevented from doing so by circumstances beyond its control.	Student is <b>entitled to one hundred percent (100%)</b> of paid tuition.
3.8. The College delivers a Notice of Dismissal to the Student and, as of the date on the notice, has provided less than ten percent (10%) of Program instruction hours.	The College will <b>retain thirty percent (30%)</b> of the tuition due under the enrolment contract.
3.9. The College delivers a Notice of Dismissal and, as of the date on the notice, has provided the student more than ten percent (10%) but less than thirty percent (30%) of Program instruction hours.	The College will <b>retain fifty percent (50%)</b> of the tuition due under the enrolment contract.
3.10. The student does not attend any of the first thirty percent (30%) of hours of instruction of an approved Program.	The College will retain <b>fifty percent (50%)</b> of the tuition due under the student enrolment contract.

**After an **ONLINE (LIVE)** Program begins:**

<b>Notice of Withdrawal OR Notice of Dismissal</b>	<b>REFUND ENTITLEMENT</b>
4.1. The College receives the student's Notice of Withdrawal <b>or</b> the College delivers a Notice of Dismissal to the student and the student has completed less than thirty percent (30%) of the Program.	The College will <b>retain thirty percent (30%)</b> of the tuition due under the enrolment contract.
4.2. The College receives the student's Notice of Withdrawal <b>or</b> the College delivers a Notice of Dismissal to the student and the student has completed thirty percent (30%) but less than fifty percent (50%) of the Program.	The College will <b>retain fifty percent (50%)</b> of the tuition due under the enrolment contract.

**PRIVATE TRAINING INSTITUTIONS BRANCH**

This institution is certified by the Private Training Institutions Branch and as such, must comply with regulatory requirements relating to, among other things, student enrolment contracts, tuition refunds and instructor qualifications. For more information about PTIB, go to [www.privatetraininginstitutions.gov.bc.ca](http://www.privatetraininginstitutions.gov.bc.ca).

Please be advised that under section 61 of the *Private Training Act*, the Registrar is authorized to collect, use and disclose personal information in accordance with the Registrar's regulatory duties under that Act. Accordingly, this institution is authorized to disclose your personal information to the Registrar for regulatory purposes.

**STUDENT DECLARATION**

I consent to the Institution sharing my personal information with the Ministry of Advanced Education and Skills Training for research purposes and statistical analysis under the authority of sections 6(2)(a) and 10(1)(a) of the Personal Information Protection Act (PIPA).

I consent to the sharing, in accordance with Provincial privacy legislation, of my enrolment and reporting information between Global College and Immigration, Refugees and Citizenship Canada, as necessary, for the purposes of the International Student Program.

Should you have any questions about the collection, disclosure and use of personal information you may contact: Director, Policy and Institution Certification, Private Training Institutions Branch, Governance, Legislation and Corporate Planning Division, Ministry of Advanced Education and Skills Training, 203 - 1155 W. Pender St, Vancouver, BC V6E 2P4 or by telephone at (604 569-0019).

Student Signature

Date Signed

Signature of Parent or Legal Guardian

Date Signed

**INSTITUTION SIGNATURE**

Signature of Institution Representative

Date Signed



# ESL Pathway

## PROGRAM OUTLINE

### Introduction

The ESL Pathway program is designed for students who aim to achieve a level of English advanced enough to attend and succeed in Canadian post-secondary institutions. This program combines material from Glenn College's ESL and IELTS Preparation programs while also including material that is designed to help students become confident in undertaking various academic tasks commonly done at post-secondary institutions such as group work and discussions, research skills, comprehending lectures, and more. Students who successfully complete the ESL Pathway program will be eligible to apply to Glenn College's partner post-secondary institutions without needing to submit an IELTS score for admission. This is an intensive program and students are expected to commit to several hours of study each week.

### Program Outline

The ESL Pathway program consists of 3 courses with each course lasting 8 weeks. The courses include the following:

Title of Course	Number of Hours
ESL Pathway 1	240
ESL Pathway 2	240
ESL Pathway 3	240

**ESL Pathway 1** is the equivalent to Glenn College's **ESL Level 6** course.

**ESL Pathway 2** is the equivalent to Glenn College's **ESL Level 7** course.

**ESL Pathway 3** is the equivalent to Glenn College's **ESL Level 8** course.

Students who complete ESL 5 with a minimum overall score of 80% are eligible to enter the ESL Pathway program and proceed to ESL Pathway 1. Students entering Glenn College who have a higher level of English may join the program starting from Pathway 2 or 3 depending on their language proficiency.

## Learning Objectives

Upon completing the ESL Pathway program, students should be able to:

- Obtain an advanced level of English reading, writing, listening and speaking skills equivalent to an IELTS score of at least 6.0 or higher
- Be competent in academic-related reading tasks commonly used in post-secondary situations such as reading instructions, academic articles, reading tables, diagrams & graphs, and conducting research to find information
- Show competency in academic-related writing tasks commonly used in post-secondary situations such as organized essay writing, brainstorming, reflective writing, expressing opinions, comparing and contrasting, and note-taking skills
- Display ability to perform academic-related listening & speaking tasks commonly used in post-secondary situations such as teamwork skills in group discussions and tasks, public speaking skills, understanding and responding to instructions given by instructors, and comprehending academic lectures
- Demonstrate competency in specific soft skills including casual conversation skills, intercultural communication, and awareness of cultural sensitivity-both in academic and workplace settings
- Utilize a variety of strategies for taking exams

## Program Materials

The source material for the ESL Pathway program will come from a variety of texts depending on the course level. All material for this program is specifically designed with purchased supporting material and will be provided by Glenn College. Each student will be provided with a binder that contains material for their respective ESL Pathway levels.

Distance students will also be provided with similar course material through the school's website portal and/or through email.

## Evaluation, Delivery & Teaching Methods

### ***Methods of Evaluation***

Students in each level will be evaluated in the following ways:

- 1.) Weekly speaking assignments
- 2.) Weekly written assignments including essays
- 3.) Weekly reading assignments
- 4.) Weekly listening assignments
- 5.) Weekly tests for reading, writing, listening & speaking assessment



- 6.) Attendance will be recorded and added to the weekly assessment and assignment totals for a weekly mark on individual progress sheets

### ***Delivery Method***

Students have the option of taking this course in-class or online. Students doing distance-based studies will have access to live-streamed videos on Glenn College's online portal and will also participate in speaking-based lessons using Zoom. During live-streamed video lessons, students may type out any questions they have for the instructors as well as respond to in-class questions and receive feedback from the instructor in real time. Students will submit their oral and written assignments and assessments through Glenn College's online portal and will receive feedback from instructors once their submissions are marked.

### ***Teaching Method***

Both distance and in-class courses will be taught through a lecture format.

## **Program and Homework Duration**

***Total Program hours: 720 hours over 6 months (24 weeks)***

Homework hours per week:

- 10-15 hours (in-person classes)
- 15-20 hours (distance classes)

## **Admission Requirements**

***Proof of English proficiency through one of the following:***

- Completion of Glenn College's ESL Level 5 course with a minimum course grade of 80% (for entry into ESL Pathway 1)
- Glenn College's Placement Test indicating a minimum of ESL Level 6 (for ESL Pathway 1), ESL Level 7 (for ESL Pathway 2), or ESL Level 8 (for ESL Pathway 3)
- An IELTS score of at least 4.5 (for ESL Pathway 1), 5.0 (for ESL Pathway 2), or 5.5 (for ESL Pathway 3)

- A TOEFL iBT score of at least 32 (for ESL Pathway 1), 35 (for ESL Pathway 2), or 46 (for ESL Pathway 3)
- A TOEIC score of at least 345 (for ESL Pathway 1), 365 (for ESL Pathway 2), or 450 (for ESL Pathway 3)

## Graduation & Accreditation Requirements

### ***Graduation***

For successful completion of this program, students must achieve an overall minimum mark of 70% throughout the program with a minimum of 70% attendance. Their course marks will be an accumulation of written assignments, oral presentations, attendance and participation.

In order for students to advance to the next ESL Pathway course level, they must receive a score of 80% with a requirement of 70% attendance.

### ***Accreditation***

Upon completion of the ESL Pathway program, students will receive a program certificate. In addition, students will be eligible to apply to any one of Glenn College's partner post-secondary institutions without the need to provide an IELTS test score.