

International Student Information for Application to Columbia Bible College

Thank you for your interest in our school! We have listed all the necessary information for applying below. We love to have international students at our college, and are glad that you are considering Columbia. If you have any questions after reading the material, please feel free to call or email us at 604-853-3358 or admissions@columbiabc.edu.

The estimated cost for a full-time student living in residence is \$6000.00CDN/per semester. This includes tuition, student fees, textbooks and room and board. Housing is offered for single students only. There are two semesters in a year of study.

The estimated cost for a full-time commuter student is \$3500.00 CDN per semester, which includes tuition, textbooks and student fees. There are two semesters in a year of study.

There is also a \$450 application fee.

In order to be accepted, a foreign student, whose first language is not English, must have a minimum score of 550 for the paper based TOEFL or 213 for the computer based TOEFL.

Students must arrange to be tested by an approved agency in their country. Students should do this at least two (2) months prior to the beginning of the semester at Columbia Bible College. This will allow time for the results to be returned to Columbia. **Acceptance at CBC will be dependent on receiving these test scores.**

For TOEFL information, please contact:

TOEFL Program Office
International Testing & Training Programs
P.O. Box 6155 Princeton,
New Jersey, U.S.A. 08541-6155
Tel (609) 951-1675 Fax (609) 520-1093
www.toefl.org

When writing the TOEFL, indicate code 0300 on the forms so that results will be forwarded directly to Columbia Bible College.

International Student Admission Requirements:

In order to be accepted to a regular college program, an international student must:

- Have completed high school - submit transcript with application portfolio
- Be at least 18 years of age
- Have proof of a minimum of 3 months of medical insurance (after 3 months in British Columbia, you are eligible for BC Medical Insurance at a minimal cost)

Dates

Application deadline - June 1 for the Fall semester and October 1 for the Spring semester
College dates – Fall semester is September – December. Spring semester is January – April.

STUDENT AUTHORIZATION FOR STUDYING IN CANADA

Anyone wishing to study in Canada who is not a Canadian citizen or permanent resident must obtain a student authorization before entering Canada. Those students in Canada on a visitor's visa must leave Canada and re-enter with the Student Authorization. Depending on your country of citizenship you may also be required to obtain an entry visa. Students should contact the nearest Canadian embassy, high commission or consulate once they are accepted to Columbia Bible College. Visit:

www.sources.com/canemb.htm for Canadian Embassies around the world.

To obtain your student authorization, the following documentation will be required:

- Offer of admission to Columbia Bible College and information about the expected time to complete the program
- Evidence of adequate funds - the visa officer will expect you be able to support yourself (and family where applicable) during your program of study. You may be required to bring financial documents to prove you have the necessary funds (bank statements, scholarship & bursary awards and/or pledges of support from other organizations/individuals)

- Return ticket or evidence that funds will be available for that purpose
- Proof of medical clearance (depending on country of residence)
- Proof of a minimum of 3 months of health insurance to cover your initial time in Canada

Once this documentation is in order, Canadian Immigration authorities will issue an entry visa and student authorization or letter of introduction. If you are given a letter of introduction, you should give this to the Immigration Officer when you enter Canada and they will issue the student authorization.

If your spouse and/or children accompany you, you must apply for their immigration documents at the same time. If your child/children will be attending school (grade 1 and above) you need to apply for a student authorization for them also. A letter of admission from the school is not required.

If your spouse intends to work in Canada, you must apply for an employment authorization for him/her at the same time.

Under no circumstances should you leave for Canada until you have received confirmation from Columbia Bible College that you have been admitted and until you have obtained your entry visa and student authorization. It is not possible to change from visitor to student status within Canada - you have to leave the country to do this.

Currently, the Immigration Services Fees (all listed in Canadian Funds) are:

Student Authorization \$125

Employment Authorization \$125

(These are paid at the time of your border crossing).

EMPLOYMENT WHILE IN CANADA

Full-time students who hold a valid student authorization do not require an employment authorization for work on the college campus. Students who wish to work off campus must apply for an employment authorization at the same time as they apply for a student authorization (depending on your country of citizenship, you may or may not be able to obtain one) Non-student spouses of a person who holds a student authorization may obtain an employment authorization for work anywhere, without clearance from a Canada Employment Centre. The applicant must include proof that they are the spouse of a student. The employment authorization will have the same expiry date as the spouse's student authorization.

ARRIVAL IN CANADA

Once you have all your papers and have arrived in Canada, you must show Immigration Canada officials the following:

- Your student authorization (form IMM 1208)
- Valid passport
- Valid visitor visa if required
- Any letters or papers used to obtain your student authorization

WHERE TO GET FURTHER INFORMATION

Outside of Canada:

Contact the nearest Canadian Embassy, High Commission, Consulate or the Canadian Bureau of International Education.

Canadian Embassies around the world - www.sources.com/canemb.htm

In Canada:

Canadian Bureau of International Education

#408 - 151 Slater Street

Ottawa, Ontario Canada K1P 5H3

Telephone: (613) 237-4820 Fax: (613) 237-1300 OR (613) 231-1073

Website: www.cbie.ca

Vancouver 1-604-666-2171 Toronto 1-416-973-4444 Montreal 1-514-496-1010 Other 1-888-242-2100

Websites To Be Aware Of:

Immigration Canada - www.cic.gc.ca

TOEFL - www.toefl.org

International Calling codes - www.the-acr.com/codes/cntrycd.htm

REGULAR COLLEGE PROGRAM ADMISSIONS PROCEDURES

Here are the forms necessary for you to fill in and return to us in order to complete your Columbia Bible College application:

http://www.columbiabc.edu/admissions/download_app_International.html

Please find enclosed the following:

- Autobiographical Sketch
- Responsibilities of Membership Form
- Church Leadership Reference Form
- Adult Christian Friend's Reference Form

Please also submit to us:

- **Application fee of \$450 in Canadian funds.** Transferring funds to Columbia Bible College from overseas: We can accept a bank draft in US dollars. Just make sure that it is drawn on a recognized US bank. The draft should be made out to Columbia Bible College.
- **Official (not photocopied or faxed) Transcripts from high school and any post secondary institution you may have attended** -we need your originals, but can use a fax or photocopy in the meantime if the originals will be not available at this time for some reason.

If your first language is not English, you are required to submit the results of the Test of English as a Foreign Language (TOEFL) as administered by the Educational Testing Service in many foreign countries. For more information, visit: www.toefl.com .

Regarding Finances, Work, and Financial Aid

It is important for International students to be aware that Columbia's admissions requirements are consistent with rules set by the Government of Canada regarding students coming from other countries to study in Canada. As you may already know from the process of applying for a Student Authorization (Visa), many of these rules are related to finances and working. One of the most important things that students from outside of Canada need to be aware of is the requirement to provide proof that their financial needs (including tuition and living expenses) are fully covered before entering Canada. Columbia Bible College is unable to offer entrance scholarships to International students for this reason. It is also important to know that persons living in Canada on a Student Authorization (Visa) are not permitted to hold employment in the community. While the College does have some opportunities for on-campus employment, these are limited; students should not count on these earnings to cover the costs of studying at the College.

While there are no bursaries or scholarships specific to International students, you are welcome to apply for the other awards. Please realize that these range between \$500-\$1,000 and will not cover all your expenses. You can learn more about Columbia's financial aid at http://www.columbiabc.edu/admissions/fin_aid.html

If you have any questions, you may email me! If you still require us to send you this information by regular mail, please reply with this request (admissions@columbiabc.edu).

Sincerely,

Melanie Olfert

Director of Admissions / International Admissions Counsellor

melanie.olfert@columbiabc.edu

phone: 604-853-3358

website: www.columbiabc.edu