



PART A: Complete this section and then complete PART B

Applicant Information

Have you ever applied to/been registered with The University of Winnipeg? Y/N \_\_\_\_\_

Family/Last Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

First Name: \_\_\_\_\_ UW Student #: \_\_\_\_\_

\*if available

Gender:  Female  Male  Gender Diverse  Prefer Not to Say Date of Birth (mm/dd/yy): \_\_\_\_\_

Citizenship: \_\_\_\_\_ First Language: \_\_\_\_\_ SIN#: \_\_\_\_\_

Do you currently have a valid passport? Y/N \_\_\_\_\_

Passport Name: \_\_\_\_\_

Enter your name exactly as it appears on your passport.

Contact Information

Permanent Address: This address appears on the Letter of Acceptance. Program updates are sent via email. Use the personal email that you check frequently.

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

Province/State: \_\_\_\_\_ Country: \_\_\_\_\_ Postal/Country Code: \_\_\_\_\_

Telephone:  Cell: \_\_\_\_\_  Home Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address:

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

Province/State: \_\_\_\_\_ Country: \_\_\_\_\_ Postal/Country Code: \_\_\_\_\_

Demographics

Citizenship Status:

- Canadian Citizen  Canadian Permanent Resident or Refugee  International

For Canadian Citizens:

Aboriginal Self-Declaration Y/N \_\_\_\_\_

- Aboriginal Ancestry:  First Nations  First Nations Non-Status  Inuit  Metis  Other

For Permanent Residents/Refugees:

Country of Citizenship \_\_\_\_\_ Date of Permanent Resident/Refugee Status \_\_\_\_\_

For International:

Country of Citizenship \_\_\_\_\_ Date of Entry into Canada, if known \_\_\_\_\_



Emergency Contact Information

I, \_\_\_\_\_, consent to the release of my personal information to the contact listed below in case of emergency during my time in the English Language Program at The University of Winnipeg.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Required Application Documents

Submit the following required documents with your application form:

[ ] Official transcripts demonstrating successful completion of 45 credit hours of university education or an undergraduate degree. \*current or past UW students are exempt from this requirement

[ ] A one-page essay on:
• What experiences/education have you had that make you want to pursue this certification?
• What do you hope to do after completing this program?

[ ] Submission of an academic or professional reference letter

[ ] Proof of language requirement: If English is not the student's first/primary language and they are not from an English exempt country, they must provide supporting documentation to show they meet one of the conditions below. Students will not be admitted until this requirement has been met. For more information Click here

Additional Information

Where did you first hear about our English as an Additional Language Teacher Certificate Program (EALTCP)?

What is your highest level of education?

[ ] Secondary / High School [ ] Post Secondary/University or College

Institution Country: \_\_\_\_\_ Institution City \_\_\_\_\_ Institution Name: \_\_\_\_\_

High School:

Did you graduate? Y/N \_\_\_\_\_ Graduation Year, if applicable \_\_\_\_\_

Post-Secondary:

Credential Earned? \_\_\_\_\_ [ ] Degree [ ] Diploma [ ] Not applicable

Degree Name \_\_\_\_\_ Graduation Year \_\_\_\_\_

Please indicate which information can be shared with your Agent: [ ] Admission [ ] Academic [ ] Financial [ ] All

Do you have an agent? [ ] YES [ ] NO

If "YES", please provide the complete legal name of your agent: \_\_\_\_\_

Agent First Name \_\_\_\_\_ Agent Last Name \_\_\_\_\_

Agent Email Address \_\_\_\_\_ Agent Phone Number \_\_\_\_\_

Agent Address \_\_\_\_\_



Program Information

TESL Canada Certification

EALTCP is fully accredited with TESL Canada. Students who complete the EALTCP but have not yet completed an undergraduate degree will not be qualified for TESL Canada professional certification. For more information about this accreditation, contact TESL Canada at www.tesl.ca.

Program Application Fee

\$120

The application fee is due when you submit the program application form. Your application will not be processed until payment has been received. This fee is required for first-time applicants only.

Tuition & Deposit

\$560 per course

A tuition deposit of \$500 is due with the program application. Your application will not be processed until payment has been received. The final remaining tuition fee payment is due three weeks before the program start date. A \$100 late payment fee will apply after the payment deadline. Students may be required to purchase course textbooks.

Practicum

\$300 for EALTCP students, \$560 for non-EALTCP students.

Contact infoealtcp@uwinnipeg.ca or 204.982.1816 for fee information.

International Student Health Insurance

\*required only for international students in Canada on a visa or study permit

Health coverage is required for all international students and a student insurance plan is provided with guard.me. You must purchase health insurance through The University of Winnipeg. Health insurance must be paid before or upon arrival in Winnipeg at: ELP Registration Office Room 1C15, Centennial Hall, 515 Portage Avenue, Winnipeg, Manitoba.

Payment Details

Enclosed payments with application:

- Application fee \$120 \*required for first time applicants only
Tuition fee \$560 per course
Deposit \$500 \*required with application
In-full \$560 per course \*advance payment optional
Practicum fee \*required in-full with application
\$300 for EALTCP students
\$560 for non-EALTCP students
Health Insurance fee \$ \*if applicable

FOR OFFICE USE ONLY:
Receipt #:
Receipt #:
Receipt #:

Please indicate the amount you want to pay: \$

Payment Details Cont'd

Indicate payment type:

- Credit Card
Card type: VISA MasterCard
Card Number:
Expiry date:
Cardholder's name:
Cheque/Money Order \*accepted from Canadian banks only
Debit/Cash \*in-person only

- International Payments via Flywire
You require a student number to pay via Flywire. Visit https://www.flywire.com/ to learn more information.
Submit this application form without the required fees and request a student number.
Use the student number we provide to make your payment at https://www.flywire.com/pay/uwinnipeg.
Submit a copy of your Flywire transfer receipt to the ELP Registration Office.



Program Policies

Deferral, Withdrawal and Refund Policy: Please read the program policies available at https://www.uwinnipeg.ca/elp/program-policies/index.html

Letter of Acceptance (LOA): After we receive your application form, application fee and tuition deposit payments, we will send you a Letter of Acceptance for each session for which you have paid a tuition deposit.

Study Permit: You do not need a study permit if you plan to study for less than six months in Canada. You do need a study permit if you plan to study for more than six months in Canada. Please consult your nearest Canadian Consulate or Embassy for more information.

Important: ELP may be required to provide the federal and provincial governments, information related to attendance and/or proof of progress in a program for all international students. Such information sharing shall comply with applicable privacy legislation requirements. Any change in study status (e.g. you are no longer studying at the university due to financial arrears) may be updated with Immigration Refugees and Citizenship Canada (IRCC) as per the requirements of the International Student Program.

Release of Information

Complete this section if you wish to authorize the university to disclose information regarding your enrolment status or release your documents to a Third Party.

Do you consent to the release of personal information to an authorized person or organization? Y/N \_\_\_\_\_

Name of Authorized Person or Organization: \_\_\_\_\_

Relationship: [ ] Parent [ ] Guardian [ ] Next of Kin [ ] Other \_\_\_\_\_ \*if other, please indicate relationship

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

I declare that I have read and understood the information on this application and provided links, and that all statements made with respect to this application are true and complete. I understand and I agree to the payment schedule, deferral, withdrawal, and refund policies of the English Language Program. I understand that accepting this declaration permits The University of Winnipeg to request, confirm, and/or share any necessary information with other educational institutions to support my application. I understand that information regarding my enrollment status in the program and copies of my enrollment documents may be disclosed to any third party noted in the above "Permission to Release". I agree, if admitted, to comply with the regulations of The University of Winnipeg.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FIPPA): The University of Winnipeg will use the personal information collected on this form for registration, accounting and correspondence purposes related to fee payment only. It is collected under the general authority of The University of Winnipeg Act, in conformity with, and protected under, the Manitoba Freedom of Information and Protection of Privacy Act. Elements of your personal information may also be provided to program staff to inform you of program and community events, and to Advancement Services/University of Winnipeg Foundation for alumni contact purposes. Finally, personal information may be used to conduct research into program enrolment and related statistical profiling activities. If you have any questions about the collection and use of this information please contact: Dan Elves at da.elves@uwinnipeg.ca.

I have read and understood the FIPPA statement and Important Program Policies available at https://www.uwinnipeg.ca/elp/program-policies/index.html

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return completed application form, fees and required documents to or email to:

Registration Office, Room 1C15
English Language Program
The University of Winnipeg
515 Portage Avenue
Winnipeg, Manitoba, Canada R3B 2E9

For more information visit

Tel: 204.982.1816
Email: infoealtcp@uwinnipeg.ca
Website: uwinnipeg.ca/elp/ealtcp/

Continue to PART B of the application form on page 5.



**PART B: Course & Practicum Selection**

Indicate the course section and term you wish to apply for.

- Fall 2021 September 13 – November 19**
- Winter 2022 January 10 – March 18**
- Spring 2022 May 9 – July 15**

*\*Students who want to take a course online should apply for the Part Time course and then access the content and class videos through Nexus.*

Course Title	Course #	Term	
Thinking about Theory: A Framework for EAL Instruction	ETCP 46391	Fall 2021 Spring 2022	Winter 2022
Understanding the Language Classroom: Procedures for Effective Teaching	ETCP 46392	Fall 2021 Spring 2022	Winter 2022
Developing the Language System: Teaching Grammar and Vocabulary <i>*Pre-requisites: ETCP 46391, ETCP 46392</i>	ETCP 46390	Fall 2021 Spring 2022	Winter 2022
Developing the Language Skills: Reading, Writing, Speaking, Listening <i>*Pre-requisites: ETCP 46391, ETCP 46392</i>	ETCP 46393	Fall 2021 Spring 2022	Winter 2022

Indicate the type of practicum you wish to apply for:

Practicum Type	Course #	Dates
EAL TCP Practicum <i>*Pre-requisites: All 4 core theory courses.</i>	ETCP 46388	Variable
Stand-alone Practicum <i>*For non-EAL TCP theory course students only. **Pre-requisites: All 4 core theory courses.</i>	ETCP 46389	Variable

**FOR OFFICE USE ONLY:**

Processed by: \_\_\_\_\_

Documents: \_\_\_\_\_

Date: \_\_\_\_\_