



# Calgary Board of Education

## Global Learning Services

[www.cbeinternational.ca](http://www.cbeinternational.ca)

2<sup>nd</sup> Floor, 1221 – 8 Street SW, Calgary, AB T2R 0L4

Tel: (403) 817-7711 Fax: (403) 294-8299

### RE: INTERNATIONAL STUDENTS WISHING TO RE-REGISTER FOR 2011 TO 2012

According to our records, your study duration with the Calgary Board of Education will soon be over. If you are planning to extend your study with us, please contact Global Learning Services before **May 31, 2011** to renew your study permits.

We will need to collect tuition and health insurance fees before a letter of acceptance is issued. Please note that your letter of acceptance will indicate **the length of study you pay for** and you will need to ensure **your study permit is valid**.

Please contact **Global Learning Services** immediately at [internationalstudents@cbe.ab.ca](mailto:internationalstudents@cbe.ab.ca) or 403-817-7711 to should you require assistance.

#### Mandatory Fees for the 2011/2012 school year are as follows:

	Full Year (any grade)	Semester (High School Only)	Less than one year (Elementary or Junior High)
Tuition	\$11,000.00	\$5,700.00	\$1,200.00/month
Health Insurance	\$500.00	\$250.00	\$50.00/month
<b>Total</b>	<b>\$11,500.00</b>	<b>\$5,950.00</b>	<b>\$1250.00/month</b>

Payment can be made by any of the following methods:

- **Direct Deposit or Bank Transfer:**

*Calgary Board of Education*

Royal Bank of Canada, Main Branch – Calgary

338 – Eighth Avenue S.W., Calgary, Alberta T2P 1C4

Transit: 00009 Branch: 003

Account: 122-245-4

SWIFT Code: ROYCCAT2

**IMPORTANT:** Please include: **student's name and the amount of fees** being forwarded. Submit a copy of the **bank receipt** with details by fax **1-403-294-8299** or by email [internationalstudents@cbe.ab.ca](mailto:internationalstudents@cbe.ab.ca)

- **Visa or MasterCard:** please complete the Credit Card Authorization form available on our web site at [http://www.cbeinternational.ca/pdf/form\\_creditcard.pdf](http://www.cbeinternational.ca/pdf/form_creditcard.pdf)
- **Cheque or Money Order:** made payable to "Calgary Board of Education"

Please refer to our website for the following:

- Refund policy: [http://www.cbeinternational.ca/apply\\_fees.htm](http://www.cbeinternational.ca/apply_fees.htm)
- Health Insurance: [http://www.cbeinternational.ca/apply\\_health.htm](http://www.cbeinternational.ca/apply_health.htm)

The Calgary Board of Education would like to take this opportunity to thank you for studying with us and we trust that your school year has been enjoyable.

Yours truly,

**Global Learning Services**

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## CREDIT CARD PRE-AUTHORIZATION

**Re: INTERNATIONAL STUDENTS WISHING TO RE-REGISTER FOR 2011 TO 2012**

If you are paying by Visa or MasterCard, please complete the following information.

Student's Name: \_\_\_\_\_

Credit Card No.: \_\_\_\_\_

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

Cardholder's Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Total Fee: \$ \_\_\_\_\_

Please sign below giving authorization to the **Calgary Board of Education** to charge the amount stated above to your credit card.

You may email this form to Global Learning Services at [internationalstudents@cbe.ab.ca](mailto:internationalstudents@cbe.ab.ca) and you may drop it off at our office at the CBE Education Centre **1221- 8 St, SW Calgary, AB T2R 0L4**.

\_\_\_\_\_  
Card Holder's Signature

\_\_\_\_\_  
Date

