



Student Name & Student Number: _____

Application Form Submitted
(Parent/guardian must **SIGN** if applicant under 18 years old) _____

Prerequisite Submitted
(Transcript, report card, counseling summary) _____

Identification Submitted
(Driver license, birth certificate, passport and study permit) _____

Immunization Record Submitted
(Health Canada requirement) _____

Registration Fee Paid
(Part-time:\$65, Full-time:\$300) _____

Student Folder Created
(Student name, student number, phone number, email, emergency contact) _____

Tuition Fee Paid
(MSA tuition fee applied to students in **LOCAL, VISA** and **OVERSEA**) _____

Tuition Receipt Issued
(Official tuition receipt will be issued when fees are received) _____

OSR Requested
(Parent/guardian must **SIGN** if applicant under 18 years old) _____

Welcome Package Received
(Conditional offer/letter of admission, school policies,) _____

Performance Evaluated
(Language assessment, skills assessment) _____

Student Services Needed
(Accommodation, custodian, insurance, parking, MSA card, community involvement) _____

Orientation Appointment Booked
(Academic consultation, courses selection) _____

All relevant documents you need to submit to our admission department via e-mail at
admission@msaschool.com and/or **info@msaschool.com**

☺THANK YOU ☺